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TRAINING ANALYSIS AND EVALUATION GROUP (NAVY) ORLANDO FLA F/G 5/9  
CENTRALIZED INSTRUCTOR TRAINING FOR NAVAL TECHNICAL TRAINING.(U)  
NOV 76 C J PAPETTI, T F CURRY, E K GREEN

UNCLASSIFIED

TAE6-38

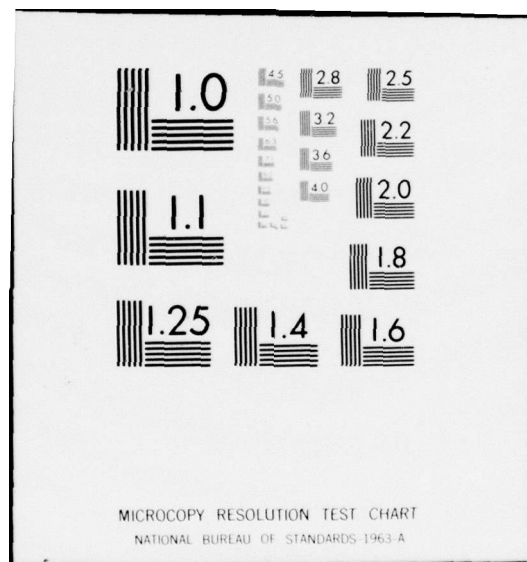
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TAEG Report No. 38

EXCESS FACILITIES LISTED FROM DEPARTMENT  
OF THE NAVY EXCESS FACILITIES PLAN

Activity - Naval Station, San Diego, California

| Bldg.<br>No. | Cat.<br>Code | Description      | Type<br>Constr. | Yr. Built | SF     |
|--------------|--------------|------------------|-----------------|-----------|--------|
| 157          | 61010        | Admin. Office    | S               | 1943      | 14,943 |
| 99           | 74001        | Exchange Retail  | S               | 1942      | 32,170 |
| 107          | 74086        | Retail Warehouse | S               | 1942      | 21,341 |

Activity - Naval Air Station, San Diego, California

| Bldg.<br>No. | Cat.<br>Code | Description | Type<br>Constr. | Yr. Built | SF     |
|--------------|--------------|-------------|-----------------|-----------|--------|
| 294          | 55010        | Dispensary  | S               | 1948      | 7,000  |
| 255          | 61010        | Admin.      | S               | 1948      | 7,572  |
| 275          | 61010        | Admin.      | S               | 1948      | 8,177  |
| 415          | 61010        | Admin.      | S               | 1948      | 23,884 |

Activity - Naval Air Station, Memphis; Millington, Tennessee

| Bldg.<br>No. | Cat.<br>Code | Description         | Type<br>Constr. | Yr. Built | SF    |
|--------------|--------------|---------------------|-----------------|-----------|-------|
| S-30         | 721-11       | 105 Mn BEQ          | S               | 1943      | 6,762 |
| S-31         | 721-11       | 105 Mn BEQ          | S               | 1943      | 6,762 |
| S-32         | 721-11       | 105 Mn BEQ          | S               | 1943      | 6,762 |
| S-35         | 721-11       | 105 Mn BEQ          | S               | 1943      | 6,762 |
| S-40         | 721-11       | 105 Mn BEQ          | S               | 1943      | 6,762 |
| S-41         | 721-11       | 105 Mn BEQ          | S               | 1943      | 6,762 |
| S-42         | 721-11       | 80 Mn BEQ           | S               | 1943      | 6,762 |
| S-130        | 171-20       | Applied Inst. Bldg. | S               | 1943      | 4,114 |
| N-75         | 721-15       | 41 Mn Recruit Bks.  | S               | 1942      | 8,900 |
| N-77         | 721-15       | 41 Mn Recruit Bks.  | S               | 1942      | 8,900 |

Activity - Naval Air Station, Norfolk, Virginia

| Bldg.<br>No. | Cat.<br>Code | Description                            | Type<br>Constr. | Yr. Built | SF     |
|--------------|--------------|----------------------------------------|-----------------|-----------|--------|
| SP67         | 441-10       | General Warehse Navy                   | S               | 1942      | 17,668 |
| SP68         | 722-20       | Det. Dining Facility<br>(Enlisted Men) | P               | 1942      | 17,668 |
| SP96         | 171-10       | Academic Instr. Bldg                   | P               | 1943      | 2,599  |

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Activity - Amphibious Base, Norfolk, Virginia

| Bldg.<br>No. | Cat.<br>Code | Description | Type<br>Constr. | Yr. Built | SF     |
|--------------|--------------|-------------|-----------------|-----------|--------|
| 2007         | 721-11       | BEQ E-1/E-4 | S               | 1943      | 166 Mn |
| 3396         | 721-12       | BEQ E-5/E-6 | S               | 1947      | 134 Mn |

Activity - Naval Station, Norfolk, Virginia

| Bldg.<br>No. | Cat.<br>Code     | Description                                              | Type<br>Constr. | Yr. Built | SF     |
|--------------|------------------|----------------------------------------------------------|-----------------|-----------|--------|
| CFP26        | 740-12/<br>25/34 | Red Cross/Navy Relief,<br>Fam Ser Center,<br>Thrift Shop | S               | 1944      | 16,592 |

S - Semipermanent (wood)  
P - Permanent (Brick/Block)

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## SINGLE LOCATION CONCEPT

### Specialized support area

|                         |                                                         |                |
|-------------------------|---------------------------------------------------------|----------------|
| 1.                      | Remedial Learning Center<br>30 students X 40 SF/student | 1200 SF        |
| 2.                      | Instructors Workspace/Offices<br>59 X 90 SF             | 5310 SF        |
| 3.                      | Student Break Area<br>440 AOB X .6 X 6 SF               | 1584 SF        |
| 4.                      | Reference Library                                       | 3098 SF        |
|                         | a. Reading area 440(AOB) X .25 X 75                     | 2750           |
|                         | b. Stack area 1000/100 X 6.6                            | 66             |
|                         |                                                         | <u>2816</u>    |
|                         | Staff area .10 (4a + 4b)                                |                |
|                         | .10 (2816)                                              | 282            |
|                         |                                                         | <u>3098 SF</u> |
| 5.                      | Admin spaces                                            | 1400 SF        |
|                         | Director (05) 1 X 150                                   | 150            |
|                         | *Administrative Staff 4 X 100                           | 400            |
|                         | Secretary 5 X 60                                        | 300            |
|                         | Other 3 X 60                                            | 180            |
|                         |                                                         | <u>1030</u>    |
|                         | Conference Room                                         | 300 SF         |
|                         | Admin Storage                                           | 70 SF          |
|                         |                                                         | <u>1400 SF</u> |
| 6.                      | Training Aid Storage                                    | 750 SF         |
| 7.                      | Student Instructional Material Workshop<br>30 X 45 SF   | 1250 SF        |
| 8.                      | Auditorium<br>350 seats X 9 SF/seat                     | 3150 SF        |
| 9.                      | Records storage area                                    | <u>500 SF</u>  |
| Total Net Support Space |                                                         | 18,248 SF      |

### SUMMARY SINGLE LOCATION REQUIREMENT

|                   |                  |
|-------------------|------------------|
| Classroom space   | 11,384 SF        |
| Support space     | 18,248 SF        |
|                   | <u>29,632</u>    |
|                   | X 1.25**         |
| Total Requirement | <u>37,040 SF</u> |

- \* Assistant Director, Education Specialists, Senior Instructors/Supervisors  
 \*\* Converts net requirement to gross SF to allow for heads, corridors, wall thickness, stairwells.

CLASSROOM SPACE

COLUMN HEADINGS - EXPLANATION

1. Days per week course meets
2. Weeks per year course meets
3. Optimum students per class
4. Total students processed per year
5. Number of classrooms required for course
6. Maximum students present per class
7. NAVFAC P-80 space allowance per student (sq. ft.)
8. Size requirement per room (column 6 X column 7) (sq. ft.)
9. Total requirements for all rooms (column 5 X column 8) (sq. ft.)
10. Percent utilization - a factor which measures the efficiency of classroom occupancy for each specific course.

$$\frac{\text{Column 1 X Column 2}}{250^*}$$

Meeting days per week X weeks per year course meets  
250 days per work year

\*250 days is considered to be an optimum number of days in a school year.

A "meeting day" is defined as an 8-hour day.



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## SINGLE LOCATION - CLASSROOM SPACE REQUIREMENTS

| Course                           | Classes |    | Students |      | Classrooms |    | SF/Student | Room Size | Total Req. | % Utilization |
|----------------------------------|---------|----|----------|------|------------|----|------------|-----------|------------|---------------|
|                                  | 1       | 2  | 3        | 4    | 5          | 6  | 7          | 8         | 9          | 10            |
| 1. Instructor Basic              |         |    |          |      |            |    |            |           |            |               |
| Lecture                          | 5       | 50 | 17       | 3548 | 4          | 17 | 22         | 374       | 1496       | 100           |
| Self-paced                       | 5       | 50 | 3        | -    | 4          | 3  | 40         | 120       | 480        | 100           |
| "Split-class" space              | 5       | 50 | 7        | 3548 | 36         | 7  | 22         | 154       | 5544       | 100           |
| 2. Instructor Shipboard          |         |    |          |      |            |    |            |           |            |               |
| Lecture                          | 5       | 49 | 11       | 637  | 1          | 11 | 22         | 242       | 242        | 98            |
| Self-paced                       | 5       | 49 | 2        | -    | 1          | 2  | 40         | 80        | 80         | 98            |
| "Split-class" space              | 5       | 49 | 7        | 637  | 2          | 7  | 22         | 154       | 308        | 98            |
| 3. Programmed Instruction Tech   |         |    |          |      |            |    |            |           |            |               |
| Lecture                          | 5       | 44 | 20       | 256  | 2          | 10 | 22         | 220       | 440        | 61*           |
| Self-paced                       | 5       | 44 | 4        | -    | 2          | 2  | 40         | 80        | 160        | 61*           |
| 4. Leadership & Management       |         |    |          |      |            |    |            |           |            |               |
| Lecture                          | 5       | 50 | 14       | 1734 | 4          | 14 | 22         | 308       | 1232       | 100           |
| Self-paced                       | 5       | 50 | 3        | -    | 4          | 3  | 40         | 120       | 480        | 100           |
| 5. Navy School's Management      |         |    |          |      |            |    |            |           |            |               |
| Lecture                          | 5       | 42 | 10       | 505  | 2          | 10 | 22         | 220       | 440        | 84            |
| Self-paced                       | 5       | 42 | 2        | -    | 2          | 2  | 40         | 80        | 160        | 84            |
| 6. Submarine Training System     |         |    |          |      |            |    |            |           |            |               |
| Lecture                          | 5       | 6  | 11       | 76   | 1          | 11 | 22         | 242       | 242        | 12            |
| Self-paced                       | 5       | 6  | 2        | -    | 1          | 2  | 40         | 80        | 80         | 12            |
| 7. Officer Instr. Indoctrination |         |    |          |      |            |    |            |           |            |               |
| Lecture                          | 5       | 4  | 5        | 24   | 1          | 5  | 22         | 110       | use avail. | 08            |
| Self-paced                       | 5       | 4  | 1        | -    | 1          | 1  | 40         | 40        | room       | 08            |
| Total classroom space 11,384     |         |    |          |      |            |    |            |           |            |               |

\*NOTE: Due to scheduling, Program Instructor Techniques needs 1 room 44 weeks of the year  
 and an additional room 22 weeks of the year; therefore, it uses 1 room 88% of the  
 time and another room 44% of the time. The effective utilization of 2 rooms is:  
 $1 \times .88 = .88$   
 $1 \times .44 = .44$   
 $1.32/2 = 61\%$

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### TWO LOCATION CONCEPT

#### Support areas.

|                           |                                                         |                     |                |
|---------------------------|---------------------------------------------------------|---------------------|----------------|
| 1.                        | Remedial Learning Center<br>15 students X 40 SF/student | 600 SF              |                |
| 2.                        | Instructor Workspace/Offices<br>30 X 90 SF              | 2700 SF             |                |
| 3.                        | Student Break area<br>266 AOB X .6 X 6                  | 958 SF              |                |
| 4.                        | Reference Library                                       |                     | 1865 SF        |
|                           | a. Reading area                                         | 266(AOB) X .25 X 25 | 1662           |
|                           | b. Stack area                                           | 500/100 X 6.6       | 33             |
|                           |                                                         |                     | <u>1695</u>    |
|                           | Staff area                                              | .10 (4a + 4b)       |                |
|                           |                                                         | .10 (1408)          | 170            |
|                           |                                                         |                     | <u>1865 SF</u> |
| 5.                        | Admin spaces                                            |                     | 1170 SF        |
|                           | Director (05)                                           | 1 X 150             | 150            |
|                           | *Administrative Staff                                   | 4 X 100             | 400            |
|                           | Secretary                                               | 3 X 60              | 180            |
|                           | Other                                                   | 2 X 60              | 120            |
|                           |                                                         |                     | <u>850</u>     |
|                           | Conference Room                                         |                     | 250 SF         |
|                           | Admin Storage                                           |                     | 70 SF          |
|                           |                                                         |                     | <u>1170 SF</u> |
| 6.                        | Training Aid Storage                                    | 500 SF              |                |
| 7.                        | Student Instructional Materials Workshop<br>15 X 45     | 625 SF              |                |
| 8.                        | Records storage area                                    | <u>300 SF</u>       |                |
| Total Support Space (net) |                                                         | 8,718 SF            |                |

### SUMMARY TWO LOCATION REQUIREMENT

|                       | Memphis          | San Diego |
|-----------------------|------------------|-----------|
| Classroom space       | 6,212 SF         | ***       |
| Support space         | 8,718 SF         |           |
| Total Net Requirement | <u>14,930</u>    |           |
|                       | X 1.25**         |           |
| Total Requirement     | <u>18,663 SF</u> |           |

\* Assistant Director, Education Specialists, Senior Instructors/Supervisors.

\*\* Converts net requirement to gross SF to allow for heads, corridors, wall thickness, stairwells.

\*\*\* San Diego to remain as is.



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TWO LOCATIONS - CLASSROOM SPACE REQUIREMENTS

| Course                                                                  | Classes<br>1 2       | Students<br>3 4          | Classrooms<br>5 6   | SF/Student<br>7 | Room Size<br>8    | Total Req.<br>9    | % Utilization<br>10 |
|-------------------------------------------------------------------------|----------------------|--------------------------|---------------------|-----------------|-------------------|--------------------|---------------------|
| 1. Instructor Basic<br>Lecture<br>Self-paced<br>"Split-class" space     | 5 50<br>5 50<br>5 50 | 19 2300<br>4 -<br>8 2300 | 2 19<br>2 4<br>18 8 | 22<br>40<br>22  | 418<br>160<br>176 | 836<br>320<br>3168 | 100<br>100<br>100   |
| 2. Instructor Shipboard<br>Lecture<br>Self-paced<br>"Split-class" space | 5 32<br>5 32         | 11 203<br>2 -            | 2 11<br>2 2         | 22<br>40        | 242<br>80         | 484<br>160         | 48*<br>48*          |
| 3. Programmed Instruction Tech<br>Lecture<br>Self-paced                 | 5 48<br>5 48         | 11 156<br>2 -            | 1 11<br>1 2         | 22<br>40        | 242<br>80         | 242<br>80          | 96<br>96            |
| 4. Leadership & Management<br>Lecture<br>Self-paced                     | 5 50<br>5 50         | 11 638<br>2 -            | 2 11<br>2 2         | 22<br>40        | 242<br>80         | 484<br>160         | 100<br>100          |
| 5. Navy Schools Management<br>Lecture<br>Self-paced                     | 5 50<br>5 50         | 9 268<br>2 -             | 1 9<br>1 2          | 22<br>40        | 198<br>80         | 198<br>80          | 100<br>100          |
| 6. Submarine Training System<br>Lecture<br>Self-paced                   | 5 6<br>5 6           | 11 76<br>2 -             | 1 11<br>1 2         | 22<br>40        | 242<br>80         | use avail.<br>room | 12.5<br>12.5        |
| 7. Officer Instr. Indoctrination<br>Lecture<br>Self-paced               | 5 4<br>5 4           | 5 24<br>1 -              | 1 5<br>1 1          | 22<br>40        | 110<br>40         | use avail.<br>room | 08<br>08            |
| Total classroom space                                                   |                      |                          |                     |                 |                   | 6,212              |                     |

\*NOTE: Due to scheduling, Instructor Shipboard needs 1 room 32 weeks of the year  
and an additional room 16 weeks of the year; therefore, it uses 1 room 64% of the  
time and another room 44% of the time. The effective utilization of 2 rooms is:  
 $1 \times .64 = .64$   
 $1 \times .32 = .32$   
 $.96/2 = 48\%$

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### THREE LOCATION CONCEPT Memphis, Norfolk

| Support areas. |                                                         | Memphis                    | Norfolk                     |
|----------------|---------------------------------------------------------|----------------------------|-----------------------------|
| 1.             | Remedial Learning Center<br>10 students X 40 SF/student | 400 SF                     | 400 SF                      |
| 2.             | Instructor Workspace/Offices<br>18 X 90 SF              | 1620 SF                    | 1620 SF                     |
| 3.             | Student Break Area<br>138 AOB X .6 X 6 SF               | 497 SF                     | 659 SF                      |
| 4.             | Reference Library                                       |                            |                             |
|                | a. Reading area                                         | 138(AOB) X .25 X 25 = 862  | 183(AOB) X .25 X 25 = 1144  |
|                | b. Stack area                                           | 500/100 X 6.6 = 33         | 500/100 X 6.6 = 33          |
|                |                                                         | 895                        | 1177                        |
|                | Staff area                                              | .10 (4a + 4b)<br>.10 (895) | .10 (4a + 4b)<br>.10 (1177) |
|                |                                                         | 90<br>985 SF               | 118<br>1295 SF              |
| 5.             | Admin spaces                                            |                            |                             |
|                | Director OS                                             | 1 X 150 = 150              | 150                         |
|                | *Administrative Staff                                   | 4 X 100 = 400              | 400                         |
|                | Secretary                                               | 2 X 60 = 120               | 120                         |
|                | Other                                                   | 2 X 60 = 120               | 120                         |
|                |                                                         | 790                        | 790                         |
|                | Conference Room                                         | 200 SF                     | 200 SF                      |
|                | Admin Storage                                           | 50 SF                      | 50 SF                       |
|                |                                                         | 1040 SF                    | 1040 SF                     |
| 6.             | Training Aid Storage                                    | 300 SF                     | 300 SF                      |
| 7.             | Student Instructional Materials Workshop<br>10 X 45     | 450 SF                     | 450 SF                      |
| 8.             | Records Storage Area                                    | 200 SF                     | 200 SF                      |
|                | Total                                                   | 5492 SF                    | Total 5964 SF               |

### SUMMARY THREE LOCATION REQUIREMENT

|                   | Memphis   | Norfolk   | San Diego |
|-------------------|-----------|-----------|-----------|
| Classroom space   | 2,824 SF  | 5,034 SF  | ***       |
| Support space     | 5,492 SF  | 5,964 SF  |           |
| Net Requirement   | 8,316 SF  | 10,998 SF |           |
|                   | X 1.25**  | X 1.25**  |           |
| Total Requirement | 10,395 SF | 13,748 SF |           |

10,395 Memphis  
13,748 Norfolk

24,143 Sum of requirement at both schools

- \* Assistant Director, Education Specialists, Senior Instructors/Supervisors
- \*\* Converts net requirement to gross SF to allow for heads, corridors, wall thickness, stair wells.
- \*\*\* San Diego to remain as is.

MEMPHIS LOCATION  
THREE LOCATIONS - CLASSROOM SPACE REQUIREMENTS

| Course                           | Classes<br>1 | Students<br>3 | Classrooms<br>5 | SF/Student<br>6 | Room Size<br>8 | Total Req.<br>9 | % Utilization<br>10 |
|----------------------------------|--------------|---------------|-----------------|-----------------|----------------|-----------------|---------------------|
| 1. Instructor Basic              |              |               |                 |                 |                |                 |                     |
| Lecture                          | 5            | 17            | 1               | 17              | 374            | 374             | 100                 |
| Self-paced                       | 5            | 3             | -               | 3               | 120            | 120             | 100                 |
| "Split-class" space              | 5            | 7             | 9               | 7               | 154            | 1,386           | 100                 |
| 2. Instructor Shipboard          |              |               |                 |                 |                |                 |                     |
| Lecture                          | -            | -             | -               | -               | -              | -               | -                   |
| Self-paced                       | -            | -             | -               | -               | -              | -               | -                   |
| "Split-class" space              | -            | -             | -               | -               | -              | -               | -                   |
| 3. Programmed Instruction Tech   |              |               |                 |                 |                |                 |                     |
| Lecture                          | 5            | 10            | 1               | 10              | 220            | 220             | 48                  |
| Self-paced                       | 5            | 2             | 1               | 2               | 80             | 80              | 48                  |
| 4. Leadership & Management       |              |               |                 |                 |                |                 |                     |
| Lecture                          | 5            | 13            | 1               | 13              | 286            | 286             | 64                  |
| Self-paced                       | 5            | 2             | 1               | 2               | 80             | 80              | 64                  |
| 5. Navy Schools Management       |              |               |                 |                 |                |                 |                     |
| Lecture                          | 5            | 9             | 1               | 9               | 198            | 198             | 100                 |
| Self-paced                       | 5            | 2             | 1               | 2               | 80             | 80              | 100                 |
| 6. Submarine Training System     |              |               |                 |                 |                |                 |                     |
| Lecture                          | -            | -             | -               | -               | -              | -               | -                   |
| Self-paced                       | -            | -             | -               | -               | -              | -               | -                   |
| 7. Officer Instr. Indoctrination |              |               |                 |                 |                |                 |                     |
| Lecture                          | -            | -             | -               | -               | -              | -               | -                   |
| Self-paced                       | -            | -             | -               | -               | -              | -               | -                   |
| Classroom total                  |              |               |                 |                 |                | 2,824           |                     |

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| NORFOLK LOCATION                               |         |          |            |            |           |            |                 |                 |     |
|------------------------------------------------|---------|----------|------------|------------|-----------|------------|-----------------|-----------------|-----|
| THREE LOCATIONS - CLASSROOM SPACE REQUIREMENTS |         |          |            |            |           |            |                 |                 |     |
| Course                                         | Classes | Students | Classrooms | SF/Student | Room Size | Total Req. | % Utilization   |                 |     |
|                                                | 1       | 3        | 4          | 5          | 6         | 7          | 8               | 9               | 10  |
| 1. Instructor Basic                            |         |          |            |            |           |            |                 |                 |     |
| Lecture                                        | 5       | 17       | 1325       | 2          | 17        | 22         | 374             | 748             | 70* |
| Self-paced                                     | 5       | 3        | -          | 2          | 3         | 40         | 120             | 240             | 70* |
| "Split-class" space                            | 5       | 7        | 1325       | 18         | 7         | 22         | 154             | 2772            | 70* |
| 2. Instructor Shipboard                        |         |          |            |            |           |            |                 |                 |     |
| Lecture                                        | 5       | 11       | 203        | 1          | 11        | 22         | 242             | 242             | 64  |
| Self-paced                                     | 5       | 2        | -          | 1          | 2         | 40         | 80              | 80              | 64  |
| "Split-class" space                            | 5       | 7        | 203        | 2          | 7         | 22         | 154             | 308             | 64  |
| 3. Programmed Instruction Tech                 |         |          |            |            |           |            |                 |                 |     |
| Lecture                                        | 5       | 8        | 60         | 1          | 8         | 22         | 176             | 176             | 36  |
| Self-paced                                     | 5       | 2        | 60         | 1          | 2         | 40         | 80              | 80              | 36  |
| 4. Leadership & Management                     |         |          |            |            |           |            |                 |                 |     |
| Lecture                                        | 5       | 14       | 400        | 1          | 14        | 22         | 308             | 308             | 100 |
| Self-paced                                     | 5       | 2        | -          | 1          | 2         | 40         | 80              | 80              | 100 |
| 5. Navy Schools Management                     |         |          |            |            |           |            |                 |                 |     |
| Lecture                                        | -       | -        | -          | -          | -         | -          | -               | -               | -   |
| Self-paced                                     | -       | -        | -          | -          | -         | -          | -               | -               | -   |
| 6. Submarine Training System                   |         |          |            |            |           |            |                 |                 |     |
| Lecture                                        | 5       | 11       | 76         | 1          | 11        | 22         | 242             | use avail. room | 12  |
| Self-paced                                     | 5       | 2        | -          | -          | 2         | 40         | 80              |                 | 12  |
| 7. Officer Instr. Indoctrination               |         |          |            |            |           |            |                 |                 |     |
| Lecture                                        | 5       | 5        | 24         | 1          | 5         | 22         | 110             | use avail. room | 08  |
| Self-paced                                     | 5       | 1        | -          | -          | 1         | 40         | 40              |                 | 08  |
|                                                |         |          |            |            |           |            | Classroom total | 5,034           |     |

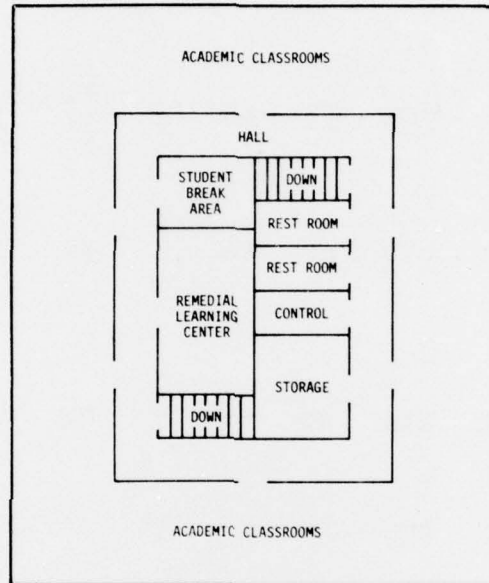
NOTE: Due to scheduling, Instructor Basic requires 1 lecture space 50 weeks of the year and an additional space 20 weeks of the year. Also required are 9 "split-class" spaces 50 weeks of the year and an additional 9 space(s) 20 weeks of the year. Effective utilization is:

$$(1 \times 1.0) + (1 \times .4) = \frac{1.4}{2} = 70\% \text{ (2 rooms)}$$

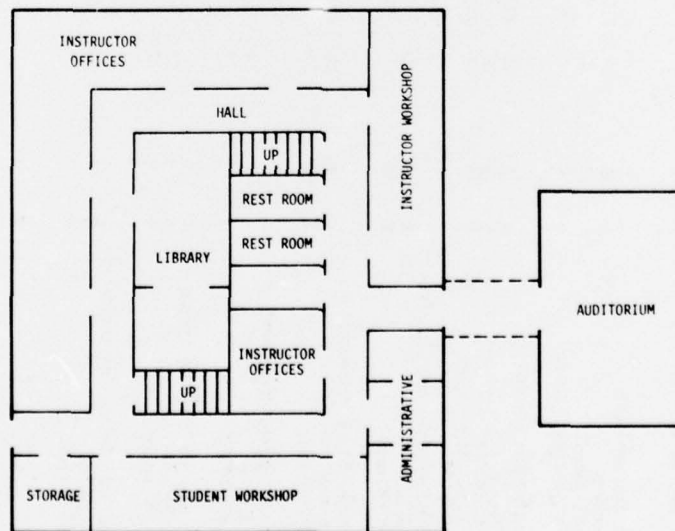
$$(9 \times 1.0) + (9 \times .4) = \frac{12.6}{18} = 70\% \text{ (18 rooms)}$$

TAEG Report No. 38

SPACE RELATIONSHIP  
SINGLE LOCATION CONCEPT



SECOND FLOOR



FIRST FLOOR



TAEG Report No. 38

COURSE DESCRIPTIONS  
INSTRUCTOR TRAINING SCHOOL COURSES\*

Course No. -- A-012-0011

Title -- Instructor Basic

Scope -- Principles of learning, public speaking, planning instruction, methods of instruction, test construction, use of training aids, analysis of instruction, preparation and use of instruction sheets, shop layout, safety precautions, and practice teaching.

Course No. -- A-012-0023

Title -- Instructor Shipboard

Scope -- Characteristics of effective shipboard training procedures for conducting an effective shipboard training program.

Course No. -- A-012-0036

Title -- Programmed Instruction Techniques

Scope -- Provides a thorough grounding in the basic techniques of programmed instruction and develops the trainees' abilities to write programmed instructional materials for use in Navy courses of instruction. The trainee should, with approximately six months of practical exercise in writing programmed instruction materials, be able to develop effective materials.

Course No. -- A-012-0028

Title -- Management and Supervision

Scope -- The course provides the essentials of management, problem solving methods, conference leadership, styles of management, communication, group processes, managing change, motivation theory, cooperation vs. competition, frustrations and conflict resolution, and human resource management.

\*NOTE: Except for the Instructor Basic Course, these courses are used for relative planning purposes only and at present may not necessarily exist in the location or manner described throughout this report and may not include all courses currently taught.



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Course No. -- A-7B-0010

Title -- School Administration (Navy Schools Management)

Scope -- Instructional procedures and techniques of administration of Navy schools.

Course No. -- A-012-0033

Title -- Submarine Training System

Scope -- Writing of Personnel Performance Profiles, Training Path System, Instructor Guide Curricula, and Submarine Training Evaluation Plan.

Course No. -- F-00-014

Title -- Officer Instructor Indoctrination

Scope -- Laws of learning, planning instruction, oral questioning, training aids, evaluation of instruction, curriculum instruction, tests instruction, programmed instruction and practice teaching.

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APPENDIX F

ANNUAL PERSONNEL COSTS

This appendix shows the annual personnel costs for the present system (FY 1975) and the projected annual personnel costs for one site, two sites, and three sites (based on a student input of 6785).

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ANNUAL PERSONNEL COSTS  
PRESENT SYSTEM  
(FY 1975)

|                                                | San Diego | Great Lakes | Memphis<br>Man-Years | Norfolk | Newport | Groton | Total                                        | Per Unit Cost                        | Total Cost                             |
|------------------------------------------------|-----------|-------------|----------------------|---------|---------|--------|----------------------------------------------|--------------------------------------|----------------------------------------|
| Director (0-5, 0-3)                            | 2         | 1           | 2                    | 1       | 1       | .5     | (0-5) 2<br>(0-3) 5.5                         | 51,165<br>35,779                     | \$ 102,330<br>196,784                  |
| Senior Instructor<br>(GS-12, 11)<br>(0-2, E-9) | 5         | 5           | 3                    | 2       | 1       | 1      | (GS-12) 5<br>(GS-11) 5<br>(0-2) 3<br>(E-9) 4 | 21,970<br>18,423<br>26,253<br>35,195 | 109,850<br>92,115<br>78,759<br>140,780 |
| Instructor<br>(E-8, GS-9)                      | 30        | 27.36       | 13.14                | 21      | 1       | 6.5    | (E-8) 84<br>(GS-9) 15                        | 30,163<br>15,278                     | 2,533,692<br>229,170                   |
| Secretary<br>(GS-4, 3)                         | 4         | 1           | 2                    | 3       | 1       | 1      | (GS-4) 3<br>(GS-3) 9                         | 9,040<br>8,050                       | 27,120<br>72,450                       |
| Other (GS-3)<br>(E-4)                          | 2         | 2           |                      | 2       |         | .8     | (GS-3) 3.4<br>(E-4) 3.4                      | 8,050<br>16,217                      | 27,370<br>55,137                       |
| TOTAL*                                         | 43        | 36.36       | 20.14                | 29      | 4       | 9.8    | 142.3                                        |                                      | \$3,665,557*                           |
| (Student Input)                                | (2666)    | (870)       | (1056)               | (1184)  | (113)   | (323)  | (6212)                                       |                                      |                                        |

\* This table was prepared given the FY 1975 Student thru-put of 6212. With a student input of 6785 (TOP 1976) the annual labor cost of the present system would be approximately \$4,004,000 with 154.5 man years of staff work. San Diego's portion would increase to 3120 students with a staff of 49 man years costing \$1,332,000 annually.

PROJECTED ANNUAL PERSONNEL COSTS  
SINGLE SITE  
(STUDENT INPUT - 6785)

| POSITION                    | GRADE | MAN-YEARS | UNIT COST | TOTAL COST  |
|-----------------------------|-------|-----------|-----------|-------------|
| Director                    | O-5   | 1         | \$51,165  | \$ 51,165   |
| Assistant Director          | O-4   | 2         | 41,898    | 83,796      |
| Senior Ed. Spec.            | GS-13 | 1         | 25,962    | 25,962      |
| Division Ed. Spec.          | GS-11 | 2         | 18,423    | 36,846      |
| Leading Chief Petty Officer | E-9   | 1         | 35,195    | 35,195      |
| M11. Instructor             | E-8   | 53.5      | 30,163    | 1,613,720   |
| Civ. Instructor             | GS-9  | 9.5       | 15,278    | 145,141     |
| Secretary                   | GS-4  | 1         | 9,040     | 9,040       |
|                             | GS-3  | 4         | 8,050     | 32,200      |
| Other                       | E-6   | 4         | 20,769    | 83,076      |
| TOTAL                       |       | 79        |           | \$2,116,151 |

PROJECTED ANNUAL PERSONNEL COSTS  
TWO SITES\*  
(STUDENT INPUT - 6785)

| <u>POSITION</u>     | <u>GRADE</u> | <u>MAN YEARS</u> | <u>UNIT COST</u> | <u>TOTAL COST</u> |
|---------------------|--------------|------------------|------------------|-------------------|
| Director            | 0-5          | 1                | \$ 51,165        | \$ 51,165         |
| Div. Officer        | 0-4          | 2                | 41,898           | 83,796            |
| Senior Ed. Spec.    | GS-12        | 1                | 21,970           | 21,970            |
| Lead Ch. Petty Off. | E-9          | 1                | 35,195           | 35,195            |
| Div. Ed. Spec.      | GS-11        | 2                | 18,423           | 36,846            |
| Mil. Instructors    | E-8          | 31.5             | 30,163           | 950,134           |
| Civ. Instructors    | GS-9         | 5.5              | 15,278           | 84,029            |
| Secretary           | GS-4<br>GS-3 | 1<br>3           | 9,040<br>8,050   | 9,040<br>24,150   |
| Other               | E-6<br>GS-7  | 3<br>1           | 20,769<br>12,518 | 62,307<br>12,518  |
| Total               |              | 52               |                  | \$1,397,000       |
| (San Diego)         |              | (49)             |                  | (\$1,332,000)     |
| TOTAL               |              | 101              |                  | \$2,729,000       |

\* The above breakdown is for the non-San Diego site, most likely Memphis (student input of 3665).



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## PROJECTED ANNUAL PERSONNEL COSTS THREE SITES\* (STUDENT INPUT -- 6785)

### MEMPHIS (INPUT 1577)

### NORFOLK (INPUT 2088)

| POSITION        | GRADE        | MAN YEARS | UNIT COST        | TOTAL COST       | POSITION        | GRADE        | MAN YEARS | UNIT COST        | TOTAL COST       |
|-----------------|--------------|-----------|------------------|------------------|-----------------|--------------|-----------|------------------|------------------|
| Director        | 0-5          | 1         | 51,165           | 51,165           | Director        | 0-5          | 1         | \$ 51,165        | \$ 51,165        |
| Asst. Director  | 0-4          | 1         | 41,898           | 41,898           | Asst. Director  | 0-4          | 1         | 41,898           | 41,898           |
| Sr. Ed. Spec.   | GS-12        | 1         | 21,970           | 21,970           | Sr. Ed. Spec.   | GS-12        | 1         | 21,970           | 21,970           |
| Supervisor      | GS-11<br>0-2 | 1         | 18,423<br>26,253 | 18,423<br>26,253 | Supervisor      | GS-11<br>0-2 | 1         | 18,423<br>26,253 | 18,423<br>26,253 |
| Mil. Instructor | E-8          | 16        | 30,163           | 482,608          | Mil. Instructor | E-8          | 19        | 30,163           | 573,097          |
| Civ. Instructor | GS-9         | 3         | 15,278           | 45,834           | Civ. Instructor | GS-9         | 3         | 15,278           | 45,834           |
| Secretary       | GS-3<br>E-4  | 3<br>1    | 8,050<br>16,217  | 24,150<br>16,217 | Secretary       | GS-3<br>E-4  | 3<br>1    | 8,050<br>16,217  | 24,150<br>16,217 |
| Total           |              | 28        |                  | \$728,518        |                 |              | 31        |                  | \$819,000        |

San Diego \$1,332,000  
Memphis 729,000  
Norfolk 819,000

Total \$2,880,000  
\* San Diego would remain intact and the information for San Diego can be found on page 112.

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