

## CHAPTER 3

# Introduction to Drill and Ceremonies

## Introduction to Drill

Leadership training is one of the major objectives of the Air Force JROTC program at every location where cadet training takes place. One of the simplest and most effective ways to teach leadership in the military service is through individual and unit drill. Drill is a necessary skill in the military profession; and, when done well, it has a unifying effect that promotes discipline, teamwork, and esprit de corps within the unit. For the individual, drill can be a major factor in the development of poise, neatness, precision, confidence, and high morale.

The definition of “drill” as the “art or exercise of training military personnel in military skills and discipline” can stand further clarification, especially for most Air Force JROTC cadets. Drill consists of certain movements by which the flight or squadron is moved in an orderly manner from one formation to another or from one place to another. Standards such as the 24-inch step, cadence of 100 to 120 steps per minute, distance, and interval have been established to ensure movements are executed with order and precision. The task of each person is to learn these movements and execute each part exactly as described. Individuals also must learn to adapt their movements to those of the group. Everyone in the formation must move together on command.

We normally think of military drill as something that is done by a unit. There are, however, a number of standard military

terms, commands, positions, and movements that apply to the individual and with which every individual must be familiar if he or she is to perform with a unit. A thorough knowledge of these terms will make the contents of this textbook much easier to learn since they are used throughout the text. The symbols used in this text are also defined and shown in figure 3-1.















	COMMANDER OF TROOPS		FLIGHT SERGEANT
	GROUP COMMANDER		COLORS
	ADJUTANT		GUIDON BEARER
	STAFF OFFICER		GUIDE
	SQUADRON COMMANDER		ELEM LEADER
	FLIGHT COMMANDER		ASSISTANT ELEM LEADER
	FIRST SERGEANT		AIRMAN

Figure 3-1. Symbols.

## Introduction to Ceremonies

Ceremonies are special, formal, group activities conducted by the Armed Forces to honor distinguished persons or recognize special events. Ceremonies also demonstrate the proficiency and training state of the cadets. Ceremonies are an extension of drill activities. The precision marching, promptness in responding to commands, and teamwork developed on the

drill field determine the appearance and performance of the group in ceremonies.

## Explanation of Terms

1. **Adjutant** - a ceremonial position occupied by the junior member of the command staff in reviews and parades and responsible to the troop or group commander. The adjutant's cadence is 140 steps per minute.

2. **Alignment** - dress or cover.

3. **Base** - the element on which a movement is planned, regulated, or aligned.

4. **Cadence** - the uniform step and rhythm in marching; that is, the number of steps marched per minute.

5. **Center** - the middle point of a formation. On an odd-numbered front, the center is the center person or element. On an even-numbered front, the center is the right center person or element, as shown in figure 3-2.

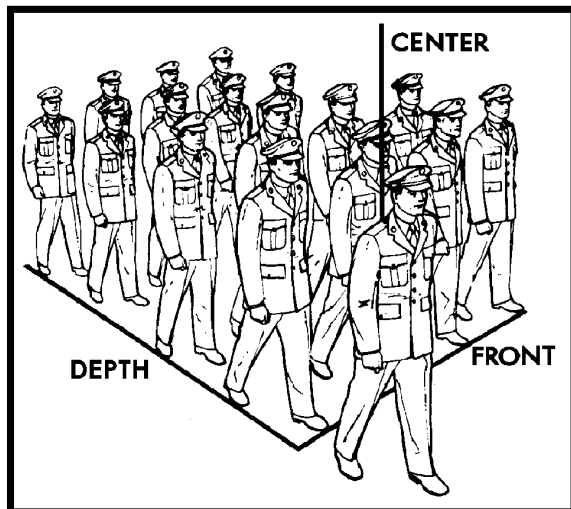


Figure 3-2. Formations.

6. **Cover** - individuals aligning themselves directly behind the person to

their immediate front while maintaining proper distance.

7. **Depth** - the total space from front to rear of any formation. The depth of an individual is considered to be 12 inches.

8. **Distance** - the space from front to rear between units. The distance between individuals in formation is 40 inches as measured from their chests to the backs of the persons directly in front of them. Flight commanders, guides, and others whose positions in formation are 40 inches from a rank are themselves considered a rank.

9. **Double Time** - rate of marching 180 steps (30 inches in length) per minute.

10. **Dress** - alignment of elements side by side or in line maintaining proper interval.

11. **Element** - the basic formation; that is, the smallest drill unit comprised of at least 3, but usually 8 to 12 persons, one of whom is designated the element leader.

12. **File** - a single column of persons placed one behind the other (see figure 3-3).

13. **Final Line** - the line on which the adjutant forms the front rank of troops for a parade or review.

14. **Flank** - the extreme right or left (troops right or left) side of a formation in line or in column.

15. **Flight** - at least two, but not more than four, elements.

16. **Formation** - an arrangement of units.

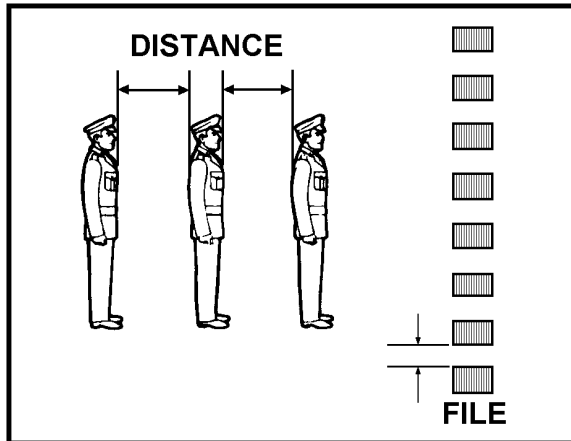


Figure 3-3. File.

**17. Front** - the space occupied by a unit, measured from flank to flank. The front of an individual is considered to be 22 inches.

**18. Guide** - the cadet designated to regulate the direction and rate of march.

**19. Head** - the leading unit of a column.

**20. In Column** - the arrangement of units side by side with guide and element leaders at the head.

**21. In Line** - the arrangement of units one behind the other with the guide and element leader to the extreme right flank.

**22. Interval** - the space between individuals placed side by side. A normal interval is an arm's length. A close interval is 4 inches.

**23. Inverted Column** - the arrangement of units side by side with guide and element leaders to the rear.

**24. Inverted Line** - the arrangement of units one behind the other with the guide and element leaders to the extreme left flank.

**25. Line of March** - a line followed by cadets as they pass in review.

**26. Mark Time** - marching in place at a rate of 100 to 120 steps per minute.

**27. Mass Formation** - the formation of a squadron or group in which the component units are in column, abreast of each other, and at close interval.

**28. Pace** - a step of 24 inches. This is the length of a full step in quick time.

**29. Post** - the correct place for an officer, noncommissioned officer (NCO), or cadet to stand while in formation.

**30. Quick Time** - the rate of marching at 100 to 120 steps (12 or 24 inches in length) per minute.

**31. Rank** - a single line of persons placed side by side (see figure 3-4).

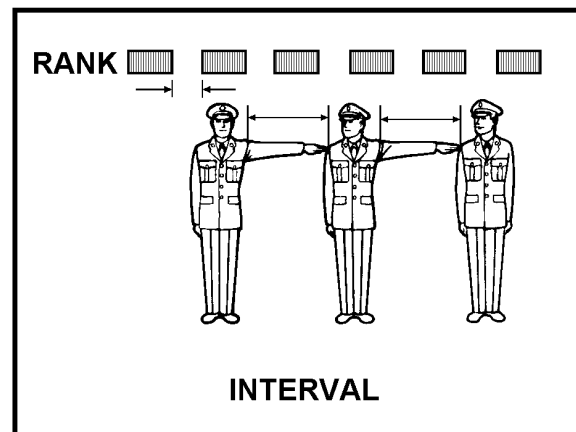


Figure 3-4. Rank.

**32. Ready Line** - a forming line 20 paces to the rear of the final line where troops are formed for a parade or review at an established time before adjutant's call.

**33. Reviewing Officer** - the senior officer participating in a parade or review.

**34. Slow Time** - the rate of marching at 60 steps per minute (used in funeral ceremonies).

**35. Step** - the distance measured from heel to heel between the feet of an individual marching.

**36. Unit** - any portion of a given formation.

## **Drill Instruction**

For drill instruction, movement of troops, and other formations, the senior member present will assume the leadership position. When possible, persons of higher grade should not be placed in positions subordinate to the instructor or person in charge of the drill or formation.

As you advance in rank, it is likely that you will be called upon to instruct new cadets in some of the movements involved in drill. The following step-by-step procedure has proved to be an effective means of teaching drill movements: (1) State the name of the movement to be executed, and point out its purpose. (2) Demonstrate the movement to the formation, using the proper cadence and commands. Also demonstrate procedures for each unit when they vary. (3) Explain and demonstrate the movement in detail. (4) Ask questions on the movement, then demonstrate it again as in step 2 when further clarification is needed. (5) Have the formation perform the movement, and make on-the-spot corrections. (6) Critique the performance of the movement and review important areas before moving on to the next exercise.

## **By The Numbers**

By the numbers is the method in which precision movements of two or more counts are demonstrated, practiced, and learned—one count at a time. This method enables the cadet to learn a movement step by step and permits the instructor to make detailed corrections. The instructor commands **BY THE NUMBERS** before giving commands for the movement; for example, **BY THE NUMBERS, About FACE**. The first count of the movement is executed on the command of execution **FACE**. The second count is executed on the command **Ready, TWO** (the pivot is the second count).

All subsequent movements are executed by the numbers until the command **WITHOUT THE NUMBERS** is given. For example, in teaching right and left face, the command **BY THE NUMBERS** is given at the beginning of the practice exercise. Each facing is repeated by the numbers until the instructor gives **WITHOUT THE NUMBERS**. Subsequent movements are executed in the cadence of quick time.

## **Commands and the Command Voice**

At this point you should know how to execute a salute, the purpose and meaning of drill in military organizations, and the standard terms applicable to military drill. Now, you will learn the types of commands, the general rules pertaining to the execution of those commands, and the purpose and procedures for counting cadence while drilling.

## **Types of Commands**

**Drill Commands.** A drill command is an oral order. Most drill commands have

two parts, known as the preparatory command and the command of execution. In this text, the preparatory command is capitalized and printed in boldface (**Squadron**) and the command of execution is printed in all caps and boldface (**ATTENTION**).

**Preparatory Command.** The preparatory command explains what the movement will be and mentally prepares the cadet to execute the movement. In some instances, the unit of destination may be the preparatory command. For example, in the command **Left, FACE**, the preparatory command is **Left** (direction). In the command **Flight, ATTENTION**, the preparatory command is **Flight**. At the same time it designates the unit.

**Command of Execution.** The command of execution follows the preparatory command. The command of execution explains when the movement will be carried out. In **Forward, MARCH**, the command of execution is **MARCH**.

Sometimes it is necessary to give commands in which the preparatory command and the command of execution are combined. **FALL IN, AT EASE**, and **REST** are some examples of drill commands in which the preparatory command and the command of execution are combined. These commands are given at a uniformly high pitch and a louder volume than that of a normal command of execution.

**Supplementary Commands.** Supplementary commands are given when one unit of the element must execute a movement different from the other units or must execute the same movement at a different time. Supplementary commands are more often necessary when a large organization composed of several small elements is performing. Examples are: **CONTINUE THE MARCH** and **STAND FAST**.

**Informational Commands.** Informational commands have no preparatory

command or command of execution and are not supplementary. They are used to direct others to give commands. Examples are: **PREPARE FOR INSPECTION** and **DISMISS THE SQUADRON**.

## General Rules for Commands

Your next project is to study some general rules applicable to commanders and others who conduct and assist in conducting military drill. When giving commands, the leader is at the position of attention. Cadets in formation notice the posture of their leader. If the leader's posture is not military (relaxed, slouched, stiff, or uneasy), the cadet's appearance will be similar. Good military bearing is necessary for good leadership. While marching, the leader must be in step with the formation at all times, except when making corrections.

The commander faces the troops when giving commands except when the element is a part of a larger drill element or when relaying commands in ceremonies. When a command requires a unit to execute a movement different from the other units, or the same movement at a different time, the subordinate commander gives a supplementary command over the right shoulder. Supplementary commands are given between the element commander's preparatory command and the command of execution. When the squadron commander's preparatory command is **Squadron**, the flight commander's preparatory command is **Flight**.

When the flights of the squadron are to execute a movement in order, such as a column movement, the flight commander of "A" Flight repeats the squadron commander's preparatory command. The commanders of the other flights give a supplementary command such as **CONTINUE THE MARCH**. When the

squadron commander gives the command of execution, “A” Flight executes the movement; and, at the command of the appropriate flight commander, each of the following flights executes the movement at approximately the same location and in the same manner as “A” Flight.

A commander uses the command **AS YOU WERE** to revoke a preparatory command. After the command of execution has been given and the movement has already begun, other appropriate commands are given to bring the element to the desired position. If a command is improperly given, the individuals execute the movement to the best of their ability.

When giving commands, flight commanders may add the letter of their flight to the command, as “A” **Flight, HALT**, or “B” **Flight, Forward, MARCH**. Whenever commands are given to a squadron in which one flight stands fast or continues to march, the flight commander commands, **STAND FAST** or **CONTINUE THE MARCH**, as appropriate. The preparatory command and the command of execution are given as the heel of the foot corresponding to the direction of the movement strikes the ground.

## The Command Voice

**Voice Characteristics.** The way a command is given affects the way the movement is executed. A correctly delivered command is loud and distinct enough for everyone in the element to hear. It is given in a tone, cadence, and snap that demand a willing, correct, and immediate response. A voice with the right qualities of loudness, projection, distinctness, inflection, and snap enables the commander to obtain effective results as shown below.

**Loudness.** This is the volume used in giving a command. It should be adjusted to the distance and number of individuals in

the formation. The commander takes a position in front of, and centered on, the unit and speaks facing the unit so his or her voice reaches all individuals. The commander should speak loudly enough for all to hear, but should not strain the vocal cords.

**Projection.** This is the ability of the voice to reach whatever distance is desired without undue strain. To project the command, the voice should be focused on the person farthest away. Counting in a full, firm voice and giving commands at a uniform cadence while prolonging the syllables are good exercises. Erect posture, proper breathing, a relaxed throat, and an open mouth help project the voice.

**Distinctiveness.** This depends on the correct use of the tongue, lips, and teeth to form the separate sounds of a word and to group those sounds to force words. Distinct commands are effective; indistinct commands cause confusion. Emphasize clear enunciation.

**Inflection.** This is the change in pitch of the voice. Pronounce the preparatory command—the command that announces the movement—with a rising inflection near or at the end of its completion, usually the last syllable. When beginning a preparatory command, the most desirable pitch of voice is near the level of the natural speaking voice. A common fault is to start the preparatory command so high that, after

employing a rising inflection, the passage to a higher pitch for the command of execution is impossible without undue strain. A properly delivered command of execution has no inflection. However, it should be given at a higher pitch than the preparatory command. Some commands are portrayed graphically in figure 3-5.

**Snap.** This is that extra quality in a command that demands immediate response. It expresses confidence and decisiveness. It indicates complete control of yourself and the situation. To achieve this quality, you must have a knowledge of commands and the ability to voice them effectively. Give the command of execution at the precise instant the heel of the proper foot strikes the ground while marching. Achieve snap in giving commands by standing erect, breathing without effort, and speaking clearly.

The commander should be at attention with good military bearing when he gives a command. This rule applies to anyone who gives a command regardless of rank. A second general rule is for the commander to face the troops when giving commands. However, this rule does not apply in every instance, exceptions would be when the commander is marching with his or her unit, when a commander's unit is a part of a larger drill unit, or when a commander's unit is participating in a ceremony.

A third rule applies to the way a command is given when the commander is not allowed to face his or her troops when he or she gives a command. An appropriate way to give a unit a command when the commander is marching with his or her troops, when drilling with a larger unit, or when participating in a ceremony, would be by turning his/her head either right or left and giving the command over his or her shoulder. Commands may be given over left shoulder when the commander or cadets become misaligned.

The fourth general rule applies to the procedures for the commander to follow when he or she gives the wrong command. When the commander makes a mistake and gives the wrong preparatory command, he or she should cancel the command by saying **AS YOU WERE** provided he or she catches the mistake before giving the command of execution. However, if the movement has already begun, the commander must use other commands as appropriate to bring the cadets to the desired position. The commander will do this by identifying the unit to which the supplementary command is directed and then issuing the command.

A fifth general rule that applies would be when a subordinate commander will give his or her unit a supplementary command between the superior commander's preparatory command and the command of execution by first identifying his/her unit, then issuing the command.

## Cadence

Cadence of a command is the measure or beat of movement. Commanders must match the rhythm of their commands with the cadence of their unit. A flight is unable to execute a given movement smartly and accurately unless all the individuals in ranks understand the preparatory command and know when to expect the command of execution. When a flight commander uses a very brief interval at one time and a prolonged interval at another, this tends to confuse individuals and take them by surprise.

In general, the interval which produces the best effect in a movement resulting directly from the command given is the one which allows the taking of one step between

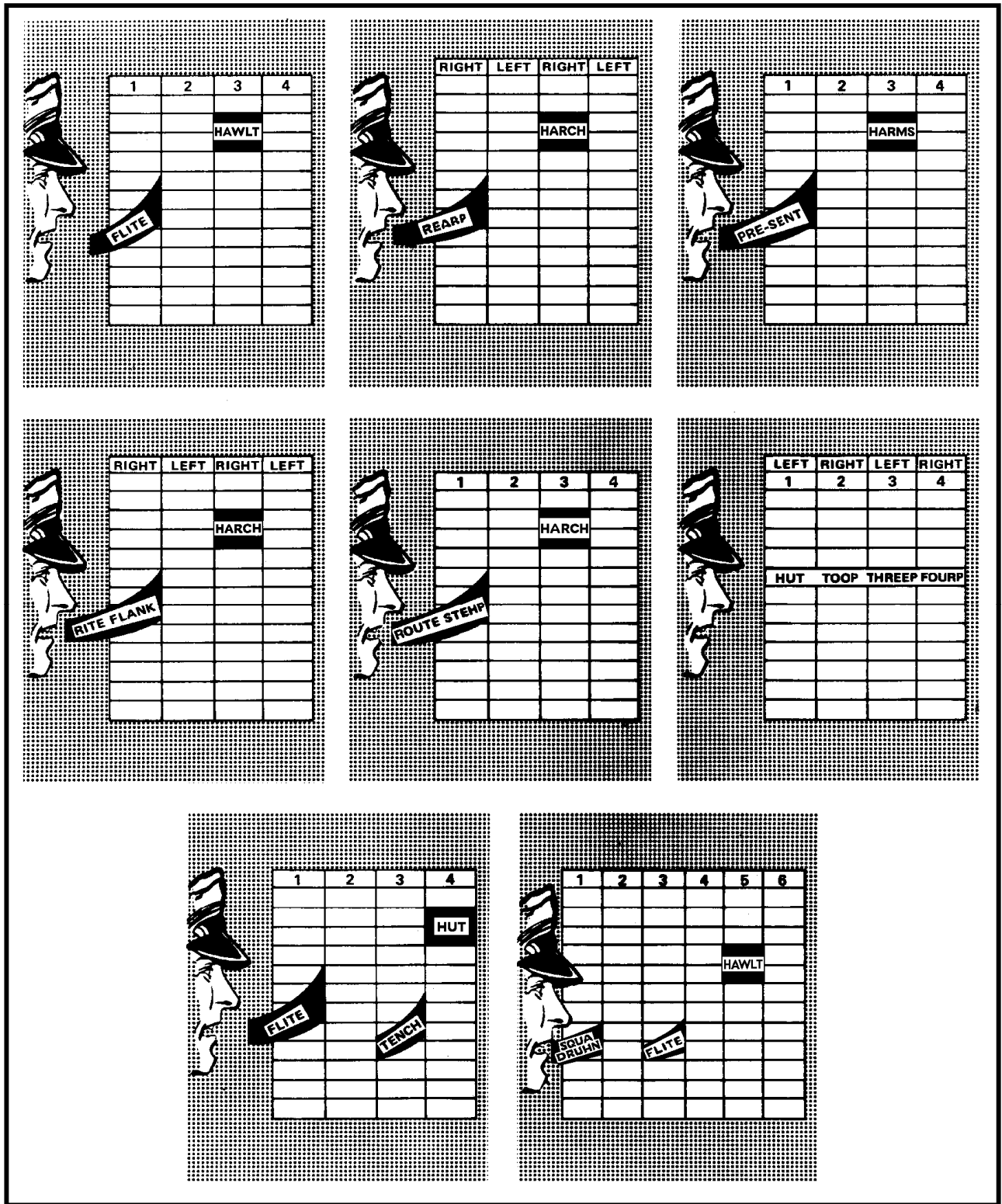


Figure 3-5. Commands Portrayed Graphically.

the preparatory command and the command of execution. However, in other instances you should lengthen the interval enough to permit proper understanding of the movement to be executed and allow for supplementary commands when necessary. Measure the interval exactly in the beat of the drill cadence.

The uniform and rhythmic flow of language and the proper timing while giving commands are all important for several reasons. These reasons are: to prevent confusion among the cadets, to help the cadets to develop confidence in the individual issuing commands, to help the members of the flight or squadron perform the movement called for in the command with precision, and to help the cadets to anticipate the command of execution. However, the principal reason is to enable the cadets in a flight to execute a given movement with more precision and accuracy.

Timing not only refers to the uniform and rhythmic flow of language used in giving commands, it also pertains to the interval between the preparatory command and the command of execution. In general, best results are produced when an interval of one count or one step is allowed between the two parts of a drill command. However, there are instances when more than one count or step between the preparatory and execution commands are necessary. If you are ever given the responsibility for issuing commands, you must know of these instances so that you can act accordingly.

Air Force Manual (AFMAN) 36-2203 says this about the timing of commands: For a squadron or a larger unit, the interval between the squadron or group commander's preparatory command and the command of execution should be long enough to allow the marching elements to take three steps between commands.

Another important point to remember in regard to timing is that when marching, give commands for executing movements to the right when the right foot strikes the ground, and for movements to the left when the left foot strikes the ground. In commands containing two or more words, place the point of emphasis on the last word. For example, in **Right Flank, Flank** is given as the right foot hits the ground. With two or more words in a command such as those in figure 3-5, the point of emphasis will be placed on the last word as stated above.

**Counting Cadence.** The last item pertaining to cadence is that of counting cadence. There are several reasons for counting cadence. The instructor counts cadence to acquaint new cadets with cadence rhythm. When the cadets get out of step, the instructor either corrects them by counting cadence or halts the element and then moves them off in step. Counting cadence helps to teach coordination and rhythm, but excessive cadence counting should be avoided.

Cadence is given in sets of two as follows: **HUT, TOOP, THREEP, FOURP; HUT, TOOP, THREEP, FOURP.** To help keep in step, unit members should keep the head up and watch the head and shoulders of the person directly in front of them.

The command for the element to count cadence is **Count Cadence, COUNT.** Give the command of execution as the left foot strikes the ground. The next time the left foot strikes the ground, the group counts cadence for eight steps, as follows: **ONE, TWO, THREE, FOUR; ONE TWO THREE, FOUR.** The counts are not shouted, but are given sharply and clearly, separating each number distinctly. In counting cadence in the movement Right Step, the count of **ONE** is given on the right foot because the right foot is moved first.

## **Mass Commands**

Mass commands help develop confidence, self-reliance, assertiveness, and enthusiasm by making the individual recall, give, and execute the proper commands. Mass commands are usually confined to simple movements with short preparatory commands and commands of execution executed simultaneously by all elements of a unit.

Each person is required to give commands in unison with others as if that person alone were giving commands to the entire element. The volume of the combined voices encourages every person to perform the movement with snap and precision.

When the instructor wants to conduct drill by mass commands, the command is **AT YOUR COMMAND**. For each exercise and cadence drill, the instructor announces the movement to be executed and commands the element **COMMAND**. Personnel then give the commands and execute them in unison.

The following are examples of mass commands:

Instructor: **AT YOUR COMMAND, Call the Flight to Attention, COMMAND.**

Mass: **Flight, ATTENTION.**

Instructor: **Have the Flight Stand at Parade Rest, COMMAND.**

Mass: **Parade, REST.**

Instructor: **March the Flight Forward, COMMAND.**

Mass: **Forward, MARCH.**

Instructor: **Halt the Flight, COMMAND.**

Mass: **Flight, HALT.**

When desiring to end mass commands, the instructor commands **AT MY COMMAND**.