

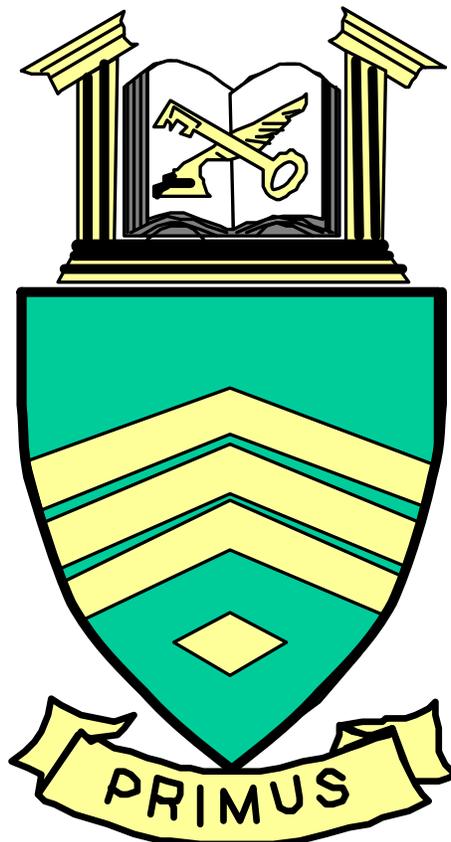
U.S. ARMY SERGEANTS MAJOR ACADEMY (FSC-TATS)

T653

OCT 03

MISSION ESSENTIAL TASK LIST

STUDENT HANDOUT



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HANDOUTS FOR LESSON 1: T653 version 1

**This Appendix
Contains**

This Appendix contains the items listed in this table---

Title/Synopsis	Pages
SH-1, Advance Sheet	SH-1-1 thru SH-1-2
SH-2, Student Notes	SH-2-1 thru SH-2-4
SH-3, Practical Exercise 1	SH-3-1 thru SH-3-3

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Student Handout 1

This Student Handout contains Advance Sheet.

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Student Handout 1

Advance Sheet

Lesson Hours

This lesson consists of two hours of small group instruction.

Overview

Battle focus drives the METL development process. The wartime mission is the basis for the METL; the unit must train as it plans to fight. Units must develop METLs because they cannot obtain proficiency on every possible task. The METL development process allows the commander to narrow the training requirements to an achievable number of tasks. As a first sergeant, you assist and advise the commander in METL, you are responsible for the individual training portion that supports the METL. This lesson consists of a before class reading assignment, a classroom discussion, and a practical exercise.

Learning Objective

Terminal Learning Objective (TLO)

Action: Analyze the Mission Essential Task List (METL) development process,

Condition: as a first sergeant in a classroom environment, given FM 25-101 and ARTEP 7-8-MTP,

Standard: Analyzed the METL development process IAW FM 25-101 and ARTEP 7-8-MTP.

ELO A Explain the development process of the unit METL.

ELO B Determine the relationship between collective tasks, individual tasks, and METL tasks.

ELO C Determine the training objective development process.

Assignment

The student assignments for this lesson are

- Read FM 25-101, Chapter 2.
 - Read ARTEP 7-8-MTP, Chapters 1, 2, and 5.
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Additional Subject Area Resources

FM 7-0 Train the Force.

Bring to Class

FM 25-101.
All reference material you have received.
Pen or Pencil and writing paper.

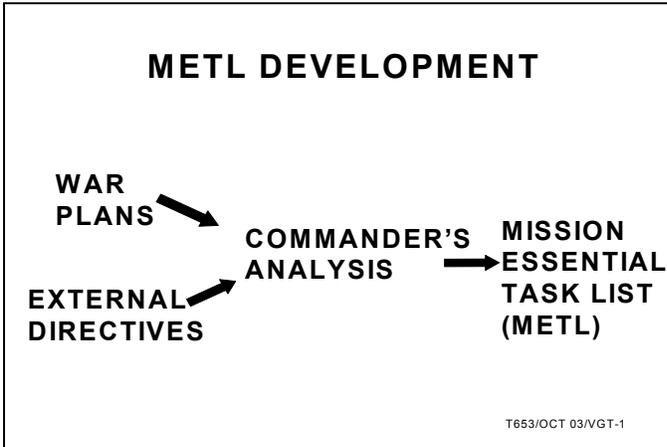
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Student Handout 2

This Student Handout contains Student Notes.

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STUDENT NOTES



METL DEVELOPMENT PROCESS

Key Points:

- Not affected by resource availability
- Not prioritized
- Supports METL of next higher headquarters
- Understood by CSM, 1SG, and key NCOs
- Applies to entire unit

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**METL DEVELOPMENT PROCESS
(cont)**

- May vary for like units because of different wartime missions or locations
- Briefed to and approved by next higher wartime commander
- Company is lowest level to prepare a METL
- Use a team approach to METL development

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**METL DEVELOPMENT
SEQUENCE**

The Company Commander:

- **Receives the battalion mission and METL**
- **Restates the company's wartime mission**
- **Determines and selects those tasks critical for wartime mission accomplishment**

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**METL DEVELOPMENT
SEQUENCE (cont)**

The Company Commander:

- **Gets his METL approved by the battalion commander**
- **Provides his approved METL to his platoon leaders and platoon sergeants**

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SELECT COLLECTIVE TASKS

- **Use mission-to-collective task matrix**
- **Identify high payoff tasks**
- **Obtain commander's guidance/approval**

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TASK APPROVAL MATRIX			
SOLDIER TASK		REVIEW	APPROVE
TO TRAIN	SELECTION		
1SG	CSM	CO CDR	BN CDR
PSG	1SG	PLT LDR/ CO CDR	BN CDR
SQD LDR	PSG	PLT LDR	CO CDR
TM LDR	SQD LDR	PSG/PLT LDR	CO CDR
SOLDIER	TM LDR	SQD LDR	PLT LDR

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- BATTLEFIELD OPERATING SYSTEMS (BOS)**
- Intelligence
 - Maneuver
 - Fire Support
 - Mobility/Counter mobility/Survivability
 - Air Defense
 - Combat Service Support
 - Command and Control (C²)
- T653/OCT 03/VGT-8

- ADAPT A CONDITION STATEMENT**
- Read the existing MTP/SM statement
 - Identify support/resource requirements
 - Consider local situation
 - Prepare revised condition statement
- T653/OCT 03/VGT-9

Student Handout 3

This Student Handout contains Practical Exercise 1.

Practical Exercise 1

Title	Task List Development.
Introduction	This practical exercise will provide you the opportunity to prepare a task list.
Motivator	The purpose of this exercise is to increase your understanding of the supporting task list development process.
Safety Requirements	None
Risk Assessment Level	Low
Environmental Consideration	None
Evaluation	This is not a graded PE. At the end of the PE, you will receive a solution sheet. As a group, you will discuss the solution and resolve any misunderstandings.
Instructional Lead-in	Completing this PE will provide you an opportunity to complete a task list.
Resource Requirements	None
Special Instructions	None

**General
Instructions**

For this exercise you will use ARTEP 7-8-MTP, Mission Training Plan for the Infantry Rifle Platoon and Squad. This is the publication used in many of the examples found in FM 25-101. The type of unit is not important for this exercise

Requirements

1. Identify the “high payoff” platoon collective tasks that support the operations recon/security and defend. State the total number of “high payoff” tasks and list the task numbers and titles for the first five.
 2. Identify the “high payoff” common tasks, skill level 2, that support both the platoon collective tasks perform passage of lines (7-3/4-1125) and perform linkup (7-4/4-1128). List the task numbers and titles.
 3. Identify the “high payoff” soldier tasks, common tasks skill level 1, that support both the platoon collective task perform passage of lines (7-3/4-1125) and perform linkup (7-3/4-1128). List the first five task numbers and titles.
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