REGIONAL CADET SUPPORT UNIT (PACIFIC)

JOINING INSTRUCTIONS
CAP AT HOME - WORKSHOPS
15-19, 22-26 MARCH 2021

INTRODUCTION

1.   RCSUs are providing the CAP At Home – Workshops that will take place virtually over the two (2) weeks of spring break 15-19 and 22-26 Mar 21. CAP is available to all registered cadets, regardless of training element or training level.

2.   These joining instructions will provide you with useful information about the workshops including timings in Annex A, and pre-assignment activities in Annex B. It is important that you read these instructions carefully and be prepared for training before logging into each session you choose to do.

3.   Cadets can register through their Corps/Squadron, or they can self-register by emailing their Area's specific general inquiry inbox:

    a.   Vancouver Island Area – RCSUPac.VI@cadets.gc.ca,

    b.   Lower Mainland Area – RCSUPac.LM@cadets.gc.ca, and

    c.   Interior Area – RCSUPac.Int@cadets.gc.ca.

4.   Once registered, cadets will be organized into groups (like at a CTC) for management purposes and to provide you with a point of contact. You will not necessarily be training within this group each day as each training session will have multiple choices that can be selected from. Each workshop is an hour long, but some will have multiple parts so you will need to select carefully to make sure that you complete all required sessions of the workshop and in the correct order.

IT EQUIPMENT

5.   Cadets will require a stable internet connection to participate in scheduled workshops. It is recommended they access these workshops on a computer or tablet that can access Cisco WebEx.

6.   Cadets are reminded to test that their microphone and camera (if possible) are operating prior to joining.

DRESS INSTRUCTIONS

7.   Dress for this opportunity will be appropriate civilian attire (same as you wear to school).

MEETING ACCESS

8.   Virtual CAP At Home Workshops will operate on the platform WebEx. To ensure that you are receiving the correct session login information, please make sure that when you register, you provide the correct email information. If you have registered through

your Corps/Squadron, please verify the email address with them. If you self-registered through your area staff, then the email address that you provided at that time will be used. NOTE for Corps/Squadron staff: the cadet's desired email address should be listed in the main "Contact Information" panel for the cadet in Fortress.

9.   Each morning between 0830-0900 hrs, there will be an optional session for cadets to seek information, for connection details that day, and to ask any questions you may have. This session will be open using the following information:

   a.   Using a web browser: http://canada.webex.com/meet/scott.bissell; and

   b.   Using the "Cisco WebEx Meeting" app: click "Join Meeting" and use meeting number 173 870 9462.

10.   At the end of the day, please stay connected to our social media channels (Facebook: British Columbia Cadets & Instagram: bc_cadets) as this is where the next day's schedule will be posted as well as any changes that may occur.

CONTACT INFORMATION

11.   General inquiries and workshop OPI – Major Mandart Chan who can be reached at Mandart.Chan@cadets.gc.ca or amandartchan@gmail.com, or by phone at (250) 514-0263. The OPI will be your point of contact should your group staff not be available.

COMMAND AND SUPPORT

12.   Command and support oversight - Major S. Bissell (OC Reg Trg) Scott.Bissell@forces.gc.ca – direct line 250-307-2551. Staff points of contact are as follows:

   a.   Lt(N) K. Eames – kevin.eames@cadets.gc.ca – direct line 250-858-5477 - facilitator support, in terms of preparation and delivery;

   b.   Capt B. McAuley – brandon.mcauley@cadets.gc.ca – direct line 250-857-2774 - FORTRESS management, for attendance and updating selections;

   c.   Capt M. Owen – mark.owen@cadets.gc.ca – direct line 778-535-6091 - communications, liaising with the PA staff, area staff and corps/squadron staff; and

   d.   Lt E. Justason – erika.justason@cadets.gc.ca – direct line 250-661-1937 - IT, liaise with J6 to monitor WebEx accounts and providing facilitator support related directly to WebEx.

Annex A – Detailed Time Schedule

CAP at Home - Workshop Schedule

Timings	Monday	Tuesday	Wednesday	Thursday	Friday
0830-0900	Connection / Q&A	Connection / Q&A	Connection / Q&A	Connection / Q&A	Connection / Q&A
0900-1000	Welcome / Introductions	Photography #4 (Scavenger Hunt) Web Development #3 Build a Temporary Structure #1 Icebreakers Instructional Techniques	Photography #2 (Composition) Survivor: Desert Island Web Development #1 PO 513 - Team Building #1 Human Synergistics	Introduction to Music Notation and Rhythm #2 Build a Temporary Structure #2 Boats & Buoyancy Basics Stress Management #1 PO 513 - Time Management #1 SCOP Module 1 (PCOC) #7 Puzzles	Web Development #3 Photography #3 (Story and Techniques) Introduction to Music Notation and Rhythm #2 PO 513 - Ethics, Making Tough Choices #1 Puzzles Rockets #1
1000-1030	Break	Break	Break	Break	Break
1030-1130	Boat and Bouyancy Basics Rockets #1 Photography #1 (Principles of Photography) Icebreakers	Op PALACI (ALL COHORTS)	Photography #3 (Story and Techniques) Web Development #2 Rockets #1 PO 513 - Team Building #2 Puzzles	Web Development #1 Photography #1 (Principles of Photography) Survivor: Desert Island Stress Management #2 PO 513 - Time Management #2 SCOP Module 1 (PCOC) #8 Human Synergistics	Web Development #4 Photography #4 (Scavenger Hunt) Build a Temporary Structure #1 PO 513 - Ethics, Making Tough Choices #2 Instructional Techniques Rockets #2
1130-1300	Lunch	Lunch	Lunch	Lunch	Lunch
1300-1400	Rockets #2 Photography #2 (Composition) Web Development #1 PO 513 - Personality & Group Dynamics #1 SCOP Module 1 (PCOC) #1 Instructional Techniques	Web Development #4 Build a Temporary Structure #2 Introduction to Music Notation and Rhythm #1 Stress Management #1 SCOP Module 1 (PCOC) #3 Puzzles Human Synergistics	Photography #4 (Scavenger Hunt) Web Development #3 Rockets #2 SCOP Module 1 (PCOC) #5 Icebreakers Instuctional Techniques	Legislature Tour with Maj Davies (ALL COHORTS)	Build a Temporary Structure #2 Boats & Buoyancy Basics Survivor: Desert Island SCOP Module 1 (PCOC) Exam Icebreakers Human Synergistics
1400-1430	Break	Break	Break	Break	Break
1430-1530	Photography #3 (Story and Techniques) Web Development #2 Survivor: Desert Island PO 513 - Personality & Group Dynamics #2 SCOP Module 1 (PCOC) #2 Puzzles Human Synergistics	Introduction to Music Notation and Rhythm #2 Boats & Buoyancy Basics Photography #1 (Principles of Photography) Stress Management #2 SCOP Module 1 (PCOC) #4	Web Development #4 Introduction to Music Notation and Rhythm #1 Build a Temporary Structure #1 SCOP Module 1 (PCOC) #6 Puzzles	Web Development #2 Photography #2 (Composition) Introduction to Music Notation and Rhythm #1 Icebreakers Instructional Techniques	Closing / Admin

NOTE: *This schedule is subject to change, social media will have any relevant updates.*

Annex B – Workshop Pre-Assignments

Cadets are to ensure the pre-assignments for only their registered workshops are completed prior to the start of the session. This will ensure scheduled workshop times are used for collaboration and discussion to expand pre-assignment topics further.

Workshop Title	Pre-Assignment
Build a Boat & Buoyancy	Assemble required resources: Aluminum foil, 2 marbles or eggs, scissors, ruler, container of water, tape, 2 straws and a towel to clean up any spills.
Rockets	You will need to gather: 1 – old prescription container or equivalent type container (minimum 1 inch in diameter), 1 Alka-Seltzer tablet, construction paper, pens, pencils, markers, scissors, tape, water and safety glasses.
Photography	No pre-assignments, it will be essential to have access to a camera – any camera will do.
Web Development	You will require an internet capable device, internet access, a valid email address and you must be 13 years of age or older.
Op PALACI	None.
Introduction to Music Notation & Rhythm	Confirm that your device has a functioning speaker and microphone.
Build a Temporary Structure	Assemble required resources: small diameter rope or paracord, dowels or small sticks, twine, scissors, broom sticks or medium size sticks and a cardboard box.
Legislature Tour	None.
Survivor: Desert Island	None.
Icebreakers	None.
Instructional Techniques	None.
Puzzles	None.
Human	None.

Synergistics	
SCOP Module 1 (PCOC)	None.
PO 513 – Personality and Group Dynamics	Complete Myers Briggs personality test through this link: https://www.16personalities.com/
PO 513 – Team Building	None.
PO 513 – Time Management	Complete Appendix 1 to Annex B – Time Management Worksheet.
PO 513 – Ethics – Making Tough Choices	Review and print Appendix 2 to Annex B – Ethics Worksheet.
Stress Management	None.

Appendix 1 to Annex B – Time Management Worksheet

WHERE'S MY TIME GOING?

It is time to determine how you have been spending your time....
Determine the events/activities you are involved in and how much time you have been spending at each. Do not forget things such as sleeping, eating and sleeping.

#	ACTIVITIES	TIME (hr/day or hr/week)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
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19		
20		

ETHICS WORKSHEET

Members of group:_____

ASSESSMENT OF THE SITUATION	
Facts:	
Ethical Concerns:	
Personal Factors:	
Environmental Factors:	
Ethical Considerations	
Ethical Obligations:	
Primary Ethical Values:	
Secondary Ethical Values:	
Type of Ethical Dilemma:	
Options and Risks	
Option 1:	Risks:
Option 2:	Risks:
Option 3:	Risks:
Committing to Action	
What is your course of action?	
Remarks:	