

PLEASE READ THE ENTIRE DOCUMENT.

**USACBRNS BIDS Phase 1 Course
ATRRS: 4K-F9/494-ASIL4 (DL)
BIOLOGICAL INTEGRATED DETECTION SYS (BIDS) SP
Letter of Instruction (LOI)**

1. PROGRAM DESCRIPTION: The USACBRNS BIDS Phase 1 Course consists of 45 academic hours. Enlisted and officer personnel qualified as 74A/74D and assigned to a BIDS unit. All personnel attending must have a current DA Form 348 and a valid state driver's license. Personnel cannot be color blind. Personnel must complete Phase 1 (Distributive Learning) of the BIDS Specialist Course with 70% or better on all examinations prior to attending Phase 2 (JPBDS). Training will focus on providing basic knowledge in biology, biological environment, driving safety, laboratory safety, and an introduction to the JPBDS system. This will be followed by a resident phase (Phase 2 for personnel going to a JPBDS equipped unit comprised of skills encompassing each individual component as well as the system as a total. Upon completion of the resident phase, enlisted students will be awarded ASIL4.

NOTE: In order to receive credit for successful completion of this course, please follow the instructions outlined below in Section 5. Please print or save this LOI to use as a reference.

2. COURSE REQUIREMENTS: The course is comprised of 23 pieces of content, divided into Modules A-F. Topics progress sequentially (A1, A2, A3, etc...) within each Module. The Topic is the smallest piece of content packaging for this course. Each topic contains both learning content and a learning assessment. Learning content is optional, and the student may go to the learning assessment at any time. Learning Assessments are randomizing test pools with unlimited attempts. The minimum passing score on the Learning Assessments is 70%. Any reclaims may be submitted to the CBRN POC listed below without first contacting the Army Training Helpdesk.

3. ALMS NEW USER TRAINING: If you are a new user to the ALMS, or you need to reacquaint yourself with the steps for launching courseware, you may access the "ALMS Tutorial" from the Resources portlet on the ALMS homepage. You may also click the Help link in the bottom of the left menu of any ALMS window to access step-by-step instructions for the navigation and completion of courseware on the ALMS.

4. SOFTWARE REQUIREMENTS and COMPUTER CONFIGURATION: Before attempting to launch this courseware, configure the settings on your machine. Please refer to the "Army Learner Log-in Instructions" located at: https://www.dls.army.mil/ALMS_Learner_Login_Instructions.pdf. This courseware requires Internet Explorer 9.0 or 10.0 and Flash 10.0. Please check with your local System Administrator or computer support personnel to ensure you have the appropriate software loaded before attempting to launch this course. You may also click the Browser Check link in the Resources portlet to run a browser compatibility test.

5. TO TAKE THIS COURSE:

- a. On the In-Progress Learning page, click the plus sign next to the course title to expand the list of topics for the course. By default, all courses on the In-Progress Learning page appear with this list collapsed.
- b. Click the “Launch” button to the right of the topic title. A course content window will open. You must complete the lessons in the Introduction first.
- c. Within the course content window, select the topic materials by clicking on the lesson links.
- d. Follow the navigation buttons on the screen to move through the material. Note that some screens require opening multiple entries before the user is allowed to progress.
- e. If you must exit the course for any reason, use the “X” button within the lesson, not the button on the browser.
- f. Resume the course by clicking the appropriate module “Launch” button from the In-Progress Learning page.
- g. When you have successfully completed all 7 modules, you will receive credit for completing the course.

6. HOW TO RECEIVE CREDIT:

- a. Upon completion of the training modules, the completion will move within the ALMS and report to ATRRS.
- b. If you would like to print a certificate of completion for your records, in the “Completed Learning” port let on the ALMS Homepage, click the “Transcript” link.
- c. Locate “Course Name” and hover over the “Actions” link. The “Print Certificate” link will appear in the “Actions” bubble, click the Print Certificate link to generate your certificate.

7. If you encounter any errors and you have completed all of the steps above, you may seek assistance by accessing the ALMS Homepage Resources port let, Army Training Help Desk link, or contact the Army Training Help Desk at:

Website: <https://athd-crm.csd.disa.mil/>

Toll Free: 1-800-275-2872 option 1 (course issues)

Email: athd@mailds01.csd.disa.mil Hours of Operation: 24/7

CBRN School POC:

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U.S. Army CBRN School

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(573)-563-7164 DSN 676

NOTE:

You MUST submit an ATHD Helpdesk ticket prior to contacting the school, directly regarding technical issues with the course. Please include your ATHD Incident # and AKO Username on all correspondence.

Errata Document

Below is a listing of all known technical or doctrinal issues with this course and their recommended work-arounds. To add to this list, please send all feedback to the CBRN POC listed on the LOI. You do not need to submit an ATHD ticket prior to submitting errata documentation.

<p>Course Content</p>	<p>When you successfully complete a learning content lesson the ALMS may not update the lesson in the progress record as being <i>Successful</i> or <i>Complete</i>. It may be displayed as <i>Not Evaluated</i>. This content has been marked as optional so you can disregard the <i>Not Evaluated</i> status. The Learning Content is set to unlimited attempts. When you have completed the Learning Content, continue on to the Learning Assessment.</p>
<p>Course Assessments</p>	<p>Student experience a “timeout” issue if they spend too much time on individual test questions. This means your exam will fail to rollup or report your test score to the LMS correctly. If you are taking more than 2-3 minutes to answer the multiple choice questions in this course, you most likely:</p> <ul style="list-style-type: none"> a. Are not adequately prepared to take the exam. b. Will experience the test reporting issue described above.
<p>Course Content</p>	 <p>If you see the content above in your Course/Phase/Certification or In-Progress Learning, please contact the ATHD IMMEDIATELY! Ask the ticket to be referred to Mr. Chester Boothe, our DLS Course Manager, as the wrong content is associated with the course.</p>