



314SQNA AFC NEWSLETTER 8/16

Activities

1. Cadets should check the Activity Calendar in CadetOne (C1) regularly for upcoming activities, and nominate early.
2. **Firearms Training Elective (FTE)** scheduled for 16 Oct 16 will be postponed.
3. 314 Squadron will participate in Wollongong City Council's **2016 Rise and Shine Community Spring Clean Up Campaign**. We will clean up the area around Lake Illawarra Cadet Facility (LICF) on Sun, 06 Nov 16, between 1000 h and 1200 h (Activity 29472).
4. 314 Squadron will host **Southern Region Bivouac 2016** at Cataract Scout Park on the weekend of 18-20 Nov 16 (Activity 35161). Nominations close 02 Nov 16.
5. 314 Squadron's **Fifteenth Annual Ceremonial Parade and Presentation of Awards** will be held at LICF on 04 Dec 16 (Activity 29476). Staff and cadets will arrive between 0900 h and 0930 h, with family, friends and guests arriving from 1000 h for the parade at 1030 h. The parade will be followed by a Squadron photograph and then the presentation of awards. Tea and coffee will be served before and after the parade.
6. 314 Squadron's **Annual Dining-In Night** will be held on 04 Dec 16 (Activity 29477). Nominations close 21 Nov 16. Guests are welcome – a fee of \$25.00 per guest will be due no later than (NLT) 22 Nov 16.

Congratulations

7. 314 Squadron congratulates **CSGT Soto**, who was selected to attend the National AAFC Musicians Course, which was part of the National 75th Anniversary celebrations.

Recruiting

8. 314 Squadron's second and final intake of new cadets for 2016 is now complete, and a warm welcome is extended to the eight new cadets who were enrolled tonight.

Orders, Instructions and Publications

9. All members and their parents/guardians should familiarise themselves with the revised **Squadron Standard Operating Procedures (SQN SOP)**, which were released today and are available for download from the SQN web site (<http://314sqn.aafc.org.au/sop>) and for viewing on the SQN notice board.
10. **3WGAAFC RI 05/16** was released on 18 Aug 16; it is available for viewing in the admin office. It is also available for download from the Routine Instructions page of the 3WGAAFC web site (<http://3wgaafc.org.au/node/17>).

11. **HQAAFC POR 08/16** was released on 01 Sep 16 and **HQAAFC POR 09/16** was released on 30 Sep 16; they are available for download from the AAFC Resource Centre (<http://members.cadetnet.gov.au/aafc/Resource>).



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11 Oct 16

Information for new cadets – CadetOne (C1) and Activity Management

To get a password, go to the CadetOne (C1) web site (<http://cadetone.aafc.org.au>) and click 'Request Password Reset' (you can do this any time if you forget your password)
Enter your service number, last name and date of birth, then click the Request Password button

You will see a green message telling you to check your email – the email address will be the one you provided on your Application to enrol as a Cadet in the AAFC

Use the password in the email to log in – you will be forced to change your password

If you don't get the email, check your Junk Mail or Spam folder

This password will allow you to log in to C1, C-LOG, the AAFC intranet (which includes the AAFC Resource Centre), the 3 Wing web site and the 314 Squadron web site – for links to these sites, see the Links page on the 314 Squadron web site (<http://314sqn.aafc.org.au/links>)

Your password won't work in C-LOG immediately, because C-LOG is updated overnight, but you don't need to use C-LOG yet – you'll be shown how to use it at the Familiarisation Day

To nominate for the Familiarisation Day:

Log in to C1 and hover over the Activities menu at the top of the page

Click Activity Calendar in the pop-up menu

Click on the row that starts with "(29471) Familiarisation Day for new cadets" (you can use the section at the top to refine the search results, eg select Unit: 314SQN and click 'Search')

Click the Nominations button

Select the radio button labelled "Cadet" (that will be the only option available to you)

Click the Nominate button

You will receive an email confirming that your nomination has been received

Hover over the Activities menu again and click My Activities

You will see the activity under Pending Nominations

When your nomination is accepted, you will receive another email

You will then be able to see the activity under Accepted Nominations, which means you can attend the activity

For every AAFC activity (except Tuesday nights), you will need to bring two consent forms, as well as anything else listed in the Joining Instruction

Once your nomination has been accepted, you will be able to print a consent form with some of your details already completed