
How to Conduct Training



U.S. Marine Corps

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DEPARTMENT OF THE NAVY
Headquarters, United States Marine Corps
Washington, DC 20380-1775

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FOREWORD

1. PURPOSE

Marine Corps Reference Publication (MCRP) 3-0B, *How to Conduct Training*, provides guidance to assist units on how to conduct Marine Corps training. This publication deals primarily with training's implementation phase. It also explains how to carry out the fundamental procedures of the unit training program and how to control a period of training using performance to test training methods. It is to be used in conjunction with MCRP 3-0A, *Unit Training Management Guide*. The appendices are examples of supporting training documents that are used throughout the Marine Corps.

2. SCOPE

This publication has been prepared primarily for trainers (officers, staff NCOs, and NCOs) at the company level and lower throughout the Fleet Marine Force. It reflects the techniques and procedures that have been developed over the years to improve the overall training effort in the Marine Corps. It may also be used as a reference for instruction in training the trainers.

3. SUPERSESSION

Fleet Marine Force Manual (FMFM) 0-1A, *How to Conduct Training*, dated 13 December 1990.

4. CHANGES

Recommendations for improving this manual are invited from commands as well as directly from individuals. Forward suggestions using the User Suggestion Form format to:

COMMANDING GENERAL
DOCTRINE DIVISION (C 42)
MARINE CORPS COMBAT DEVELOPMENT COMMAND
3300 RUSSELL ROAD SUITE 318A
QUANTICO, VIRGINIA 22134-5021

5. CERTIFICATION

Reviewed and approved this date.

BY DIRECTION OF THE
COMMANDANT OF THE MARINE CORPS

PAUL K. VAN RIPER
Lieutenant General, U.S. Marine Corps
Commanding General
Marine Corps Combat Development Command

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User Suggestion Form

From:

To: Commanding General, Marine Corps Combat Development
Command, 3300 Russell Road, Suite 318A,
Quantico, VA 22134-5021 (C 42)

Subj: Recommendations Concerning MCRP 3-0B,
How to Conduct Training

1. In accordance with the Foreword to MCRP 3-0B, which invites individuals to submit suggestions concerning this MCRP directly to the above addressee, the following unclassified recommendation is forwarded:

<u>Page</u>	<u>Article/Paragraph No.</u>	<u>Line No.</u>	<u>Figure/Table No.</u>
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Nature of Change: ☐ Add ☐ Delete ☐ Change ☐ Correct

2. Proposed new verbatim text: (Verbatim, double-spaced; continue on additional pages as necessary.)

3. Justification/source: (Need not be double-spaced.)

NOTE: Only one recommendation per page.

Record of Changes

Change No.	Date of Change	Date of Entry	Organization	Signature

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Chapter 1

Unit Training Management

“The definition of military training is success in battle. In my opinion, that is the only objective of military training. It wouldn’t make any sense to have a military organization on the backs of the American taxpayers with any other definition. I’ve believed that ever since I’ve been a Marine.”¹

LtGen Lewis B. “Chesty” Puller

Training is an integral part of the Marine Corps’ preparation to go anywhere, take on any adversary, and win! As such, Marine Corps units train as they expect to fight. This warfighting training philosophy provides the Marine Corps with an unifying goal for individual and collective training. With this common thread woven throughout Marine Corps units, and with the Nation requiring greater accountability of public funds, effective and efficient training must focus on attaining and maintaining the state of operational readiness to support Marine air-ground task force (MAGTF) warfighting operations (independent, joint, combined, or multinational).

Unit training management (UTM) is the application of the systems approach to training (SAT) and Marine Corps training principles to maximize training results and to focus the unit’s training requirements on the wartime mission. (MCRP 3-0A, *Unit Training Management Guide*, explains the UTM process.) The SAT process is used to identify, conduct, and evaluate Marine Corps training.

(MCO 1553.1B, *The Marine Corps Training and Education System*, outlines the SAT process.) This systematic approach ensures that training and education are conducted in an environment of awareness and continuous feedback.

The SAT process is an effective and efficient tool, not a program, used to control the mission training and requirements directed by higher headquarters. It is a five-phased approach that provides commanders with the training management techniques they need to analyze, design, develop, implement, and evaluate performance-oriented training. The application of SAT and training principles to unit training occurs at all levels of command. Its most important product is the unit's mission essential task list (METL). The METL becomes the unit's unique focus for effective and efficient training. Once a unit's METL is developed, commanders set training priorities and allocate resources based on how well the unit executes its METL tasks and the related collective and individual tasks drawn from the Marine Corps Combat Readiness Evaluation System (MCCRES) volumes, training and readiness manuals, mission requirements, and individual and collective standards.

The Marine Corps trains continually to develop and maintain combat-ready Marines and units that can perform assigned tasks to specific standards. Marine Corps training is standards-based, performance-oriented, and prioritized in accordance with mission requirements. The Marine Corps training program builds self-confidence, promotes teamwork and esprit de corps, and develops professionalism in leaders.

The Marine Corps training principles and SAT, the foundation for UTM, apply at every echelon of command, from the Marine expeditionary force commander practicing tactical command and control with division commanders in a command post exercise