

Safety Briefing Demo

Restricted Side

Log Safety Briefings (Module)

1. Search by CAPID/Name or Organization

*Search for a member(s) by: CAPID or Name Unit

Enter all or part of a CAPID or name and click the TAB button on your keyboard.

2. Search by CAPID: Insert CAPID or name and press the TAB key
3. Search by Organization: Select ORG from org chooser. This will populate a grid of every member that's in that ORG. Check all members from the member list that attended the safety briefing.

*Select an Organization

GLR-IL-009 View Unit Only

Select a Member

<input type="checkbox"/> 382868 - Alger , Kenneth	<input type="checkbox"/> 122804 - Begolka , Donald	<input checked="" type="checkbox"/> 459126 - Carver , Jonathan	<input type="checkbox"/> 160125 - Donaldson , Brenton
<input type="checkbox"/> 457600 - Anderson , Ronald	<input type="checkbox"/> 349816 - Bishop , Katie	<input checked="" type="checkbox"/> 406417 - Coady , Trevor	<input type="checkbox"/> 437212 - Donelan , Matthew
<input type="checkbox"/> 215396 - Baird , Walter	<input type="checkbox"/> 454311 - Bolden , Deborah	<input checked="" type="checkbox"/> 452094 - Coady , Christian	<input type="checkbox"/> 456003 - Dover , Mark
<input type="checkbox"/> 449946 - Barla , Jacob	<input type="checkbox"/> 454359 - Bolden , Andrew	<input checked="" type="checkbox"/> 345061 - Davis , Lee	<input type="checkbox"/> 328100 - Edgar , Calen
<input type="checkbox"/> 455834 - Barla , Scott	<input type="checkbox"/> 421705 - Bonds , David	<input checked="" type="checkbox"/> 430580 - DeRoze , Clint	<input type="checkbox"/> 421703 - Elsea , Riley
<input type="checkbox"/> 444143 - Barron , Selby	<input type="checkbox"/> 230263 - Bradley , David	<input checked="" type="checkbox"/> 370656 - Deming II, Theodore	<input type="checkbox"/> 452306 - Fleming , Aaron
<input type="checkbox"/> 449613 - Bass , Jake	<input type="checkbox"/> 459722 - Bramlett , Kai	<input checked="" type="checkbox"/> 342305 - Devore , Lori	<input type="checkbox"/> 418375 - Garner , Dylan
<input type="checkbox"/> 454970 - Bautista , Steven	<input type="checkbox"/> 216201 - Brown , Matthew		

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4. Select Type of Briefing (i.e. AOPA, Face to Face, Other etc)
5. Date completed will be defaulted to today's date.

*Safety Briefing: DoD Formal Safety Briefing

*Date Completed: 22 Feb 2010

6. Click insert and the selected member(s) will be added to the Safety Briefings Submission List.
7. From this list you can view Monthly Expiration dates / Quarterly Expiration (if applies), delete a member if you made an error in submitting CAPIDs or selecting members from the gird.

Safety Briefing Submission List

CAPID	Full Name	Briefing Type	Date Completed	Monthly Expiration	Quarterly Expiration	
459126	Carver, Jonathan	DoD Formal Safety Briefing	22 Feb 2010	31 Mar 2010	(No Expire)	Delete
342305	Devore, Lori	DoD Formal Safety Briefing	22 Feb 2010	31 Mar 2010	(No Expire)	Delete
370656	Deming II, Theodore	DoD Formal Safety Briefing	22 Feb 2010	31 Mar 2010	(No Expire)	Delete
345061	Davis, Lee	DoD Formal Safety Briefing	22 Feb 2010	31 Mar 2010	(No Expire)	Delete
430580	DeRoze, Clint	DoD Formal Safety Briefing	22 Feb 2010	31 Mar 2010	(No Expire)	Delete
406417	Coady, Trevor	DoD Formal Safety Briefing	22 Feb 2010	31 Mar 2010	(No Expire)	Delete
452094	Coady, Christian	DoD Formal Safety Briefing	22 Feb 2010	31 Mar 2010	(No Expire)	Delete

8. Once you verify that all the information in the submission is correct, click submit and those individuals will be logged into our database and are current for that month.

Reports (Module) *Required

a. Monthly Safety Briefings Report

*Member Type (Cadet, Senior, All)

*Organization

*Month

*Year

View Report will display a data grid with number of members; # of member that completed a monthly safety briefing for that month and # of members overdue. Click the # of overdue members and it will display a report with those members that are currently overdue.

*Select a Report

Monthly Safety Briefing Report By Organization

*Select Member Type

CADET SENIORS ALL

*Select an Organization

GLR-IL-075 - WOODFIELD COMPOSITE SQDN

*Select Month

March

*Select Year

2010

Organization	No. of Members	No. of Members Completed Briefing	No. of Overdue Members
GLR-IL-075	63	6	57



Safety Briefings Overdue Report
Monthly Safety Briefing Report By ORG: GLR-JL-075
March 2010

<u>CAP ID</u>	<u>Type</u>	<u>Name</u>	<u>Last Completed</u>	<u>Expiration</u>
446570	CADET	BASRAWI, KHALED	-NONE-	-NO NE-
446571	CADET	BASRAWI, MANAR	-NONE-	-NO NE-
122744	SENIOR	BECK, BARRY	-NONE-	-NO NE-
406726	SENIOR	BONNER, BRETT	-NONE-	-NO NE-
374596	SENIOR	BRUMFIELD, NOLAN	-NONE-	-NO NE-
201359	SENIOR	CAMILIERE, JEFF	-NONE-	-NO NE-
380328	SENIOR	COLLINS, BRIAN	-NONE-	-NO NE-
368102	SENIOR	CRUPPER, JOHN	-NONE-	-NO NE-
328362	CADET	DURAY, LAUREN	-NONE-	-NO NE-
460865	CADET	ELVIN, JAMES	-NONE-	-NO NE-
457782	CADET	ENOLVA, INAH	-NONE-	-NO NE-
394669	CADET	GALLMAN, CHRISTOPHER	-NONE-	-NO NE-
394671	SENIOR	GALLMAN, RONALD	-NONE-	-NO NE-
454657	CADET	GBEAN, TOM	-NONE-	-NO NE-
409834	CADET	GUO, EATON	-NONE-	-NO NE-
449712	SENIOR	HESTER, JAMES	-NONE-	-NO NE-
122794	SENIOR	KNEIP, EDWARD	-NONE-	-NO NE-
369785	SENIOR	KNICKERBOCKER, CRAIG	-NONE-	-NO NE-
445737	CADET	KRON, KEVIN	-NONE-	-NO NE-
121668	SENIOR	KUKLEWSKI, ERIC	-NONE-	-NO NE-
392287	SENIOR	MCNICHOL, DUANE	-NONE-	-NO NE-
434184	CADET	MERKEL, WESLEY	-NONE-	-NO NE-
448088	CADET SPONSOR	MERKEL, VICTORIA	-NONE-	-NO NE-
120006	SENIOR	MILEY, HARKER	-NONE-	-NO NE-
452934	CADET	MOLTER, MICHAEL	-NONE-	-NO NE-
438465	SENIOR	MOSELEY, WILLIAM	-NONE-	-NO NE-
413172	SENIOR	MUKA, VICTORIA	-NONE-	-NO NE-

Results as of: 22-Feb-2010

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b. Quarterly Safety Briefings Report

*Member Type (Cadet, Senior, All)

*Organization

*Quarter

*Year

`View Report will display a data grid with number of members; # of members that completed a quarterly safety briefing for that quarter and # of members overdue. Click the # of overdue members and it will display a report with those members that are currently overdue.

***Select a Report**

Quarterly Safety Briefing Report By Organization ▾

***Select Member Type**

CADET SENIORS ALL

***Select an Organization**

GLR-IL-075 - WOODFIELD COMPOSITE SQDN ▾

***Select a Quarter**

Q1 Jan 1- March 31 ▾

***Select Year**

2010 ▾

Organization	No. of Members	No. of Members Completed Briefing	No. of Overdue Members
GLR-IL-075	63	0	63



Safety Briefings Overdue Report
Quarterly Safety Briefing Report By ORG: GLR-IL-075
March 2010

CA PID	Type	Name	Last Completed	Expiration
121688	SENIOR	ANGELL, EARL	-NONE-	-NONE-
441968	SENIOR	BAKER, JOHN	-NONE-	-NONE-
448327	CADET	BASRAOUI, WALID	-NONE-	-NONE-
454660	CADET	BASRAOUI, RACHA	-NONE-	-NONE-
446569	CADET	BASRAM, RAGEED	-NONE-	-NONE-
446570	CADET	BASRAM, KHALED	-NONE-	-NONE-
446571	CADET	BASRAM, MANAR	-NONE-	-NONE-
447289	SENIOR	BASRAM, AHMAD	-NONE-	-NONE-
122744	SENIOR	BECK, BARRY	-NONE-	-NONE-
406726	SENIOR	BONNER, BRETT	-NONE-	-NONE-
374696	SENIOR	BRUMFIELD, NOLAN	-NONE-	-NONE-
201359	SENIOR	CAMILIERE, JEFF	-NONE-	-NONE-
380328	SENIOR	COLLINS, BRIAN	-NONE-	-NONE-
368102	SENIOR	CRUPPER, JOHN	-NONE-	-NONE-
328362	CADET	DURAY, LAUREN	-NONE-	-NONE-
460865	CADET	ELVIN, JAMES	-NONE-	-NONE-
457782	CADET	ENOLVA, INAH	-NONE-	-NONE-
394669	CADET	GALLMAN, CHRISTOPHER	-NONE-	-NONE-
394671	SENIOR	GALLMAN, RONALD	-NONE-	-NONE-
454667	CADET	GBEAN, TOM	-NONE-	-NONE-
409834	CADET	GUO, EATON	-NONE-	-NONE-
449712	SENIOR	HESTER, JAMES	-NONE-	-NONE-
122794	SENIOR	KNEIP, EDWARD	-NONE-	-NONE-
369785	SENIOR	KNICKERBOCKER, CRAIG	-NONE-	-NONE-
445737	CADET	KRON, KEVIN	-NONE-	-NONE-
121668	SENIOR	KUKLEWSKI, ERIC	-NONE-	-NONE-
392287	SENIOR	MCNICHOL, DUANE	-NONE-	-NONE-

c. Safety Meeting Sign-In Roster

*Member Type

*Report Header

*Organization

*Report Type

`View Report will generate a report of select organization members with CAPID, TYPE and Name and a signature line. Safety guys can use this roster to logged safety briefings later.

***Select a Report**
 Safety Meeting Sign-In Roster

***Select Member Type**
 CADET SENIORS ALL

***Enter a Report Header**
 Woodfield NHQ TEST Roster

***Select an Organization**
 GLR-IL-075 - WOODFIELD COMPOSITE SQDN

***Select a Format**
 PDF WORD EXCEL



SAFETY MEETING SIGN-IN ROSTER
WOODFIELD NHQ TEST ROSTER
ORG: GLR-IL-075

<u>Name</u>	<u>Organization</u>	<u>CAPID</u>	<u>SIGNATURE</u>
ANGELL, EARL	GLR-IL-075	121088	_____
BAKER, JOHN	GLR-IL-075	441968	_____
BASRAOUI, WALID	GLR-IL-075	448327	_____
BASRAOUI, RACHA	GLR-IL-075	454660	_____
BASRAMI, RAGEED	GLR-IL-075	446569	_____
BASRAMI, KHALED	GLR-IL-075	446570	_____
BASRAMI, MANAR	GLR-IL-075	446571	_____
BASRAMI, AHMAD	GLR-IL-075	447289	_____
BECK, BARRY	GLR-IL-075	122744	_____
BONNER, BRETT	GLR-IL-075	406726	_____
BRUMFIELD, NOLAN	GLR-IL-075	374596	_____
CAMILIERE, JEFF	GLR-IL-075	201359	_____
COLLINS, BRIAN	GLR-IL-075	380328	_____
CRUPPER, JOHN	GLR-IL-075	368102	_____
DURAY, LAUREN	GLR-IL-075	328362	_____
ELVIN, JAMES	GLR-IL-075	460865	_____
ENOLVA, INAH	GLR-IL-075	457782	_____
GALLMAN, CHRISTOPHER	GLR-IL-075	394669	_____
GALLMAN, RONALD	GLR-IL-075	394671	_____
GBEAN, TOM	GLR-IL-075	454657	_____
GUO, EATON	GLR-IL-075	409834	_____
HESTER, JAMES	GLR-IL-075	449712	_____
KNEIP, EDWARD	GLR-IL-075	122794	_____

d. Safety Briefings Participation Report

*Member Type

*Organization

*Report Type

View Report will generate a report of select organization members with safety briefings information.

*Select a Report
Safety Briefings Participation Report

*Select Member Type
 CADET SENIORS ALL

*Select an Organization
GLR-IL-075 - WOODFIELD COMPOSITE SQDN

*Select a Format
 PDF WORD EXCEL
[View Report](#) [Clear All](#)



Safety Briefings Participation Report

Organization: GLR-IL-075

Member Type: ALL

CAPR 62-1 requires that units exercise 'Rational Flexibility' to get the latest safety meeting information to members before they participate in a CAP activity. This report provides a tool for those units that track the safety briefings to its members using the CAP Safety Briefings module. Those members who have not documented their receipt of the latest information are shown as needing to 'Provide Info' before they should be allowed to participate in CAP activities.

CAPID	Member Type	Name	Last Quarterly Completed Date	Quarterly Expiration Date	Last Monthly Completed Date	Monthly Expiration Date
121688	SENIOR	ANGELL, EARL	-None-	-None-	02-Feb-2010	31-Mar-2010
441968	SENIOR	BAKER, JOHN	-None-	-None-	02-Feb-2010	31-Mar-2010
448327	CADET	BASRAOUI, WALID	-None-	-None-	02-Feb-2010	31-Mar-2010
454680	CADET	BASRAOUI, RACHA	-None-	-None-	02-Feb-2010	31-Mar-2010
446569	CADET	BASRAWI, RAGEED	-None-	-None-	02-Feb-2010	31-Mar-2010
446570	CADET	BASRAWI, KHALED	-None-	-None-	-None-	-None-
446571	CADET	BASRAWI, MANAR	-None-	-None-	-None-	-None-
447289	SENIOR	BASRAWI, AHMAD	-None-	-None-	02-Feb-2010	31-Mar-2010
122744	SENIOR	BECK, BARRY	-None-	-None-	-None-	-None-
406726	SENIOR	BONNER, BRETT	-None-	-None-	-None-	-None-
374596	SENIOR	BRUMFIELD, NOLAN	-None-	-None-	-None-	-None-
201359	SENIOR	CAMILIERE, JEFF	-None-	-None-	-None-	-None-
380328	SENIOR	COLLINS, BRIAN	-None-	-None-	-None-	-None-
368102	SENIOR	CRUPPER, JOHN	-None-	-None-	-None-	-None-
328362	CADET	DURAY, LAUREN	-None-	-None-	-None-	-None-
460865	CADET	ELVIN, JAMES	-None-	-None-	-None-	-None-
457782	CADET	ENOLVA, INAH	-None-	-None-	-None-	-None-
394669	CADET	GALLMAN, CHRISTOPHER	-None-	-None-	-None-	-None-
394671	SENIOR	GALLMAN, RONALD	-None-	-None-	-None-	-None-
454657	CADET	GBEAN, TOM	-None-	-None-	-None-	-None-
409834	CADET	GUO, EATON	-None-	-None-	-None-	-None-
449712	SENIOR	HESTER, JAMES	-None-	-None-	-None-	-None-
122794	SENIOR	KNEIP, EDWARD	-None-	-None-	-None-	-None-
369785	SENIOR	KNICKERBOCKER, CRAIG	-None-	-None-	-None-	-None-
445737	CADET	KRON, KEVIN	-None-	-None-	-None-	-None-
121668	SENIOR	KUKLEWSKI, ERIC	-None-	-None-	-None-	-None-
392287	SENIOR	MCNICHOL, DUANE	-None-	-None-	-None-	-None-
434184	CADET	MERKEL, WESLEY	-None-	-None-	-None-	-None-

e. Wing Safety Meeting Summary Report

*Select Wing

*Report Type

`View Report will generate a report of organizations within that WING and the list of briefings each unit completed for the past year.



Wing Unit Safety Meeting Summary

This report lists by unit the date and subject of required safety meetings for the last year:

000 ILLINOIS WING HQ SQDN

<u>Class Date</u>	<u>Subject</u>	<u>Attendees Count</u>
03-Feb-2010	Face to Face (Quarterly Requirement) Safety Briefing	14

008 QUAD CITY SQDN

<u>Class Date</u>	<u>Subject</u>	<u>Attendees Count</u>
20-Jan-2010	Face to Face (Quarterly Requirement) Safety Briefing	8

009 GROUP 9 HQ

<u>Class Date</u>	<u>Subject</u>	<u>Attendees Count</u>
03-Feb-2010	Face to Face (Quarterly Requirement) Safety Briefing	1

011 LT COL JULIUS JACKSON COMP SQDN

<u>Class Date</u>	<u>Subject</u>	<u>Attendees Count</u>
02-Feb-2010	0:00 Formal Safety Briefing	1

036 SPRINGFIELD COMPOSITE SQDN

<u>Class Date</u>	<u>Subject</u>	<u>Attendees Count</u>
03-Feb-2010	Face to Face (Quarterly Requirement) Safety Briefing	1

042 LAKE COUNTY COMPOSITE SQDN

<u>Class Date</u>	<u>Subject</u>	<u>Attendees Count</u>
20-Jan-2010	Face to Face (Quarterly Requirement) Safety Briefing	5
17-Feb-2010	0:00 Formal Safety Briefing	7

049 PALWAUKEE COMP SQDN

<u>Class Date</u>	<u>Subject</u>	<u>Attendees Count</u>
03-Feb-2010	AO PA Air Safety Foundation On-Line	3
17-Feb-2010	0:00 Formal Safety Briefing	7
19-Feb-2010	AO PA Air Safety Foundation On-Line	8

** Click clear all after each report to get accurate up-to-date information.

Utilities Side

Online Safety Briefing

1. Logged on to eservice and on the utilities side is an Online Safety Briefing link. If there are safety briefings loaded in the system by Frank (NHQ) they will be displayed in the data grid. This online safety briefing power point/quiz is just another way a member can satisfy their monthly safety briefing. It is not a requirement.
2. Below the list of briefings will display a history of your safety briefings training records.
3. The same safety briefings training record will be added to your records in the Member Search Application.

Briefing		
CAP Online Safety Briefings		
Briefing Name	Passing Score	Status
January 2010 Safety Briefing	80	PASSED
February 2010 Safety Briefing	80	PASSED
Safety Briefing Training Records		
Briefing Type	Date Completed	Expiration Date
Face to Face (Quarterly Requirement) Safety Briefing	03 Mar 2010	30 Apr 2010
Face to Face (Quarterly Requirement) Safety Briefing "Quarterly"	03 Mar 2010	30 Jun 2010
CAP Website Online	19 Feb 2010	31 Mar 2010
CAP Website Online	29 Jan 2010	28 Feb 2010

** If you haven't taken an online safety briefing your status would read: **NOT TAKEN**

** If you have taken the briefing but failed the quiz your status would read: **FAILED**