Catalog Form (CataForm) for the Reimer Digital Library (RDL) On-Line Card Catalog

DATA REQUIRED BY THE PRIVACY ACT

1. AUTHORITY: 10 USC 3012 (B) and (G).

2. PRINCIPAL PURPOSE(S): To obtain information necessary to add entries into the card catalog.

3. ROUTINE USES: Used to verify information to be added to the card catalog.

4. DISCLOSURE: Failure to provide this information will result in the information not being placed in the card catalog.

For use of this form, see TRADOC Pam 350-70-12, Appendix H; the proponent is the Deputy Chief of Staff, G-3/5/7, ATTN: ATIC. Once you verify your information, use this form to provide education/training product information for inclusion in the On-Line Catalog of the RDL.

Complete each of the following paragraphs. You can not send the form **if any** of the paragraphs marked with an asterisk (*) are incomplete.

*1. Identification Number:
The identification number for an education/training product is assigned by HQ TRADOC and documented in ATRRS. For training products, use the proponent-assigned number or the DAVIS/DITIS number (e.g. 'CD 22-29'). The product number will include the proponent school code
(e.g. '091-63A30').

*2. Education/Training Product Title:
Name of the distributed learning (DL) product, to include MOS/AOC/ASI assigned by HQ TRADOC or, the proponent-assigned DL product title.
(Examples: '63A30 M1A1 Abrams Tank Sys Mech BNCOC' or 'EO/POSH')

*3. Version Date:
For a DL product, the date of the CD (or other data medium) shipped to Army Training Support Center (ATSC). The data medium contains the web files or the courseware files.   For a non-DL product, the date of formal approval.

4. Supersedes: If this product is a revision of an existing course/product, identify that course/product number and the date superseded. Is this product a revision? ☐ **Yes, details below** ☐ **No**   Date:

*5. Proponent:
Proponent mailing address for this training product (office symbol **required**), plus an office section e-mail address for students to use if they require additional information. Use the **generic** e-mail address of the course manager at the proponent school, if available.

6. Distribution Restrictions:
Refer to AR 25-30, para 2-10, and DA Pam 25-40, chap 17, for additional information.

A - Approved for public release; distribution is unlimited. *(Used on unclassified publications cleared for public release.)*
B - Distribution authorized to U.S. Government agencies only. *(Used on unclassified publications or on classified documents.)*
C - Distribution authorized to U.S. Government agencies and their contractors only. *(Used on unclassified publications or on classified documents if the proponent feels the statement is necessary to ensure distribution limitations in addition to need-to-know requirements imposed by AR 380-5.)*
D - Distribution authorized to the DoD and DoD contractors only. *(Used on unclassified publications or on classified documents if the proponent feels the statement is necessary to ensure distribution limitations in addition to need-to-know requirements imposed by AR 380-5.)*
E - Distribution authorized to DoD components only. *(Used on unclassified publications or on classified documents if the proponent feels the statement is necessary to ensure distribution limitations in addition to need-to-know requirements imposed by AR 380-5)*
F - Further dissemination only as directed by the proponent or higher authority. *(Normally used on classified publications, but it may be used on unclassified documents when specific authority exists.)*
X - Distribution authorized to U.S. Government agencies and private individuals or enterprises eligible to obtain export-controlled technical data in accordance with regulations implementing 10 USC 130c. *(Used on unclassified publications when statements B, C, D, E, and F do not apply but when publications contain technical data as explained in AR 70-31. This statement must not be used on classified publications.)*

7. Foreign Disclosure:

For a DL product, any Foreign Disclosure statement other than 'FD1' will cause that DL product to be locked on the RDL.

FD1 - Course is releasable to students from all requesting foreign countries without restrictions.

FD2 - Course is releasable to military students from foreign countries on a case- by-case basis. Foreign countries desiring to place students in this course must meet one or more of the following criteria:
    a. Own a specific piece of equipment.
    b. Have a signed Letter of Intent (LOI).
    c. Have waiver from Headquarters Department of the Army (HQDA).
    d. Have United States Government (USG) release for training.

FD3 - Course is NOT releasable to students from foreign countries.

FD4 - Some components are NOT releasable to students from foreign countries.

FD5 - Product is releasable to students from all requesting foreign countries without restrictions.

FD6 - Product is releasable to students from foreign countries on a case-by-case basis.

FD7 - Product is NOT releasable to students from foreign countries.

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8. Product Type:
Check all that apply.

☐ Read Ahead for Distributed Learning   ☐ IMI for Distributed Learning   ☐ Course (complete)   ☐ Course Phase

☐ Course Module   ☐ Course Lesson   ☐ Soldiers' Training Publications   ☐ Training Support Packages (Warrior)

☐ Training Support Package (task training)   ☐ Other:

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9. Distributed Learning Availability:

☐ Web only   ☐ CD only   ☐ CD & Web   ☐ Other:

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10. Purpose:
Check all that apply.

☐ Self-Development   ☐ Sustainment   ☐ Quota Managed (DA directed)   ☐ Other:

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11. Prerequisites:
Enter any prerequisites. There are many kinds: military (e.g., rank); DL product (e.g., coursework needed prior to enrolling in this DL product); physical limitations (e.g. color-blindness, PULHES). Do you have any prerequisites for this product? ☐ Yes, details below ☐ No

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12. How to Access Product:
Describe how students access this training product (e.g. ATTRS), to include media (e.g., CD, web). If this product is accessible from the web, provide the *URL*. Provide special instructions (e.g., ordering, registration, enrollment) for accessing this product, if applicable.

13. System Requirements:

When accessing this courseware from a government or home PC you will need the following installed on your PC:

(identify any required software or hardware)

*14. Organization Information:

*Your organization with office symbol:

(e.g. '9th Bn 100th Div (AFRC-TKY-F-CO)' or 'USATSC (ATIC-ITSS)')

*Your e-mail address:

*Your commercial phone: [xxx-xxx-xxxx] [ext xxxx]

NOTE: E-mail this completed form to your ATSC courseware manager.