



WARRIOR SOLUTIONS™, INC.

Software solutions for military leaders...™



PLATOON PERSONNEL™

WARRIOR SOLUTIONS, INC.

Platoon Personnel User's Manual

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This Platoon Personnel User's Manual belongs to:

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Introduction

This manual contains information specific to installing and using **Platoon Personnel**[™] on your desktop personal computer that will be referred to throughout this manual as a PC. In addition, this manual contains information specific to installing, using and synchronizing mobile hand-held devices or personal digital assistants that will be referred to throughout this manual as PDAs.

Platoon Personnel enables military leaders in the U.S. Army to manage personnel information associated with each soldier and to perform daily administrative tasks in a more efficient and timely manner. Platoon Personnel is comprised of modules that can reside on both your desktop personal computer (PC) and on a mobile hand-held device (PDA). With Platoon Personnel you no longer have to use paper documents in the field that have to be reentered into your office computer – everything is electronically coordinated. Platoon Personnel allows easy access to the same information in your office as in the field.

NOTE: Platoon Personnel can be used on a desktop computer without the integration of a mobile hand-held device (PDA). Platoon Personnel can be installed on a PDA and integrated into the system at any time. By integrating a PDA, you expand the capabilities and usefulness of the Platoon Personnel software.

How to Install Platoon Personnel

To get started using Platoon Personnel, you will need to install new software on your office desktop PC, and (optionally) onto your PDA device:

1. Install Platoon Personnel onto your desktop PC
2. Install PDA desktop software onto your PC (optional)
3. Install Platoon Personnel onto your PDA (optional)

1. Install Platoon Personnel on your PC

Ensure that your computer meets the minimum system requirements:

- a) 50 MB of free disk space.
- b) 32 MB of RAM.
- c) CD-ROM or DVD-ROM drive (if you load from a CD)
- d) Microsoft Windows 95/98/ME/2000/NT.
- e) Microsoft mouse or compatible pointing device.

- 1) Close all programs that are running on the PC.

- 2) You can load Platoon Personnel either from a distribution CD or from downloaded setup software:
 - a) *CD Installation.* Insert the Platoon Personnel CD into your CD-ROM drive. The CD should start on its own; if it does, go to step 6. If it does not start, click the “**Start**” button, and then click “**Run**”. In the “**Open**” box, type the path and the file name of the Setup file on the CD. That is, type the drive letter of the CD-ROM (typically D:\) and the word “**PWSetup**”. For example, you might type **D:\PWSetup**, then click “**OK**”.
 - b) *Download Installation.* Find the Platoon Personnel setup file “PWSetup.exe” that you downloaded. Double-click on this file to install Platoon Personnel.
- 3) Follow the instructions that appear. Be sure to select **Typical** and accept the default path for the installation of the software.
- 4) After the software installs, you can access the program by selecting **Platoon Warrior** from the Windows START|PROGRAMS menu or from the **Platoon Warrior** icon on your desktop.

2. Install PDA Software onto your PC (optional)

Platoon Personnel is designed to integrate and synchronize your desktop PC with your Palm OS[®] personal digital assistant (PDA). You certainly can use Platoon Personnel without a PDA, but its utility is enhanced with a PDA by allowing your data to be available and updated in the field. A variety of manufacturers produce handheld devices that use the Palm operating system including Palm, Visor, Sony, Symbol, and others. Platoon Personnel is not currently available for devices running the WinCE[®] operating system.

Included with your Palm OS[™] PDA device should be a startup manual and a data CD with required PC software for your PDA. Read the manual and load required software onto your PC. Review the manual included with your PDA, and familiarize yourself with your PDA hardware. Synchronize your PC the your PDA in accordance with its startup manual. Verify that the two synchronize properly. When successful, you are ready to load Platoon Personnel. Ensure that the time/date on your PC and PDA are the same.


3. Install Platoon Personnel on your PDA (optional)

Ensure that your PDA meets the minimum system requirements:

- a) Palm OS[®].
- b) 400 KB of free memory.
- c) Serial or USB HotSync[®] cradle.

To install Platoon Personnel to your PDA:

- 1) Ensure that your handheld device meets these requirements:
 - a) Palm OS[®] operating system 3.0 or later

- b) PDA synchronization software is loaded on your PC (standard software included with Palm OS® devices, often called Palm Desktop® software).
 - c) Your PDA successfully synchronizes with your PC. The trade name for Palm OS® synchronization software is HotSync®.
- 2) Verify that your PDA synchronization software is running on your computer. If not running, start it up from within your desktop PDA software. For most Palm OS® devices, look for the HotSync® icon in the lower right of your computer screen. If not running, you can start it from the Windows START menu by selecting menu items START|PROGRAMS|PALM DESKTOP|HOTSYNC MANA GER.
- 3) Now shut down your desktop synchronization software. For HotSync®, click on the HotSync® icon in the lower right corner of your screen and then select EXIT from the menu that appears.  You may then see a pop-up screen that asks if you really want to shut down HotSync®. We strongly suggest that you click the box labeled “Don’t show me this screen again”, and then click the YES button to shut down HotSync®. The reason for doing this is that the HotSync® shutdown screen can become hidden behind Platoon Personnel installation screens. This can incorrectly give the impression that Platoon Personnel installation has frozen or is hung up, when in fact HotSync® is simply waiting for a user response. By clicking “Don’t show me this screen again” you avoid this problem.
- 4) You can install Platoon Personnel on your PDA from either the Windows START menu, or from within Platoon Personnel running on your PC:
- a) *START Menu.* Click on the START menu in the lower left of your Windows screen. Select the PROGRAMS menu item, click on the PLATOON PERSONNEL program selection, and then select INSTALL TO PALM; then follow the instructions that appear.
 - b) *Within Platoon Personnel.* Open Platoon Personnel on your PC. From the main Platoon Personnel menu screen, click the INSTALL TO PDA button.

Registering Platoon Personnel

You have 30 days to use Platoon Personnel without charge and without obligation. We invite you to give Platoon Personnel a thorough workout. Experiment with and test Platoon Personnel using your temporary 30-day license. All of the features of Platoon Personnel are available to you during the trial period. Your 30-day license is like a 30-day money-back guarantee that allows you to test Platoon Personnel without risk. After 30 days, your copy of Platoon Personnel will revert to “read-only” status and you will not be able to synchronize PC data with your PDA. To continue using Platoon Personnel beyond 30 days, you must purchase a license from Warrior Solutions and register Platoon Personnel on your computer.

When you are completely satisfied with Platoon Personnel, purchase and register the software online from within the Platoon Personnel software itself! Please note that Platoon Personnel cannot be returned once you have purchased and registered your copy.

Viewing your License Information

You can view the status of your license by clicking on the LICENSE INFO button on the main Platoon Personnel menu to open the License Information screen. This screen shows you the current status of your license. The screen to the right shows that the software has been registered and is available for unrestricted use.

If you are connected to the Internet, you can quickly, easily, and automatically register your copy of Platoon Personnel. The Warrior Solutions Online Purchase Wizard will gather and encrypt required system information, send this information via the Internet to our authorization center, automatically register Platoon Personnel. Normally, purchases are paid for with a credit card. Your credit card information is completely secure since it is encrypted before it is sent out over the Internet.

If you are not connected to the Internet, registration is almost as easy – see the section on Manual registration below.



Initiating Your Online Registration Request

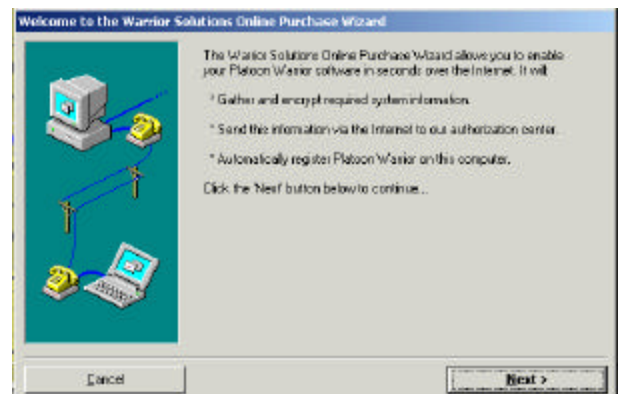
This section assumes that your computer is connected to the Internet. If it is not, see the section on Manual Registration below.

There are two ways to acquire a license online:

Credit Card. Normally, purchases are paid for with a credit card. Your credit card information is completely secure since it is encrypted before it is sent out over the Internet.

Prepaid Serial Number. In cases where an individual purchases the Single Soldier Package (includes CD and manual), or a unit purchases multiple copies of Platoon Personnel, you will have a prepaid serial number that you can use to register your copy of Platoon Personnel.

The Platoon Personnel Online Purchase Wizard handles both of these methods. To begin, click the ONLINE REGISTRATION button on the License Information screen (above) and the Warrior Solutions Online Purchase welcome screen will appear. In this window and in any other window of the Wizard, click CANCEL at any time to terminate your current purchase session.



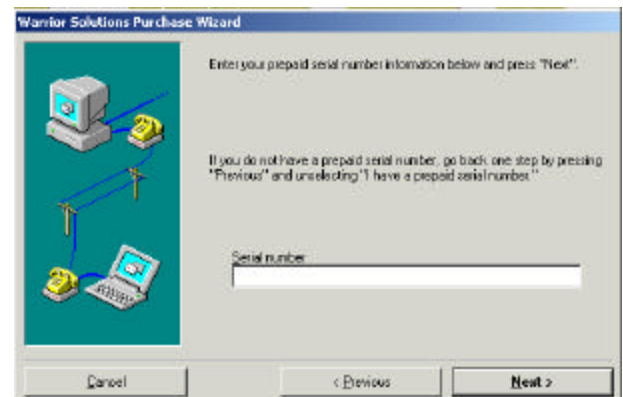
Click NEXT to continue and the Select Payment Method window will appear. This window offers you the choice of using either a serial number (by clicking the box labeled “I have a prepaid serial number”) or a credit card (by leaving the box unchecked) to license Platoon Personnel. Both methods are described in the sections below.



Click NEXT to continue and either the Serial Number Information or Purchase Summary window will appear.

Using a Prepaid Serial Number

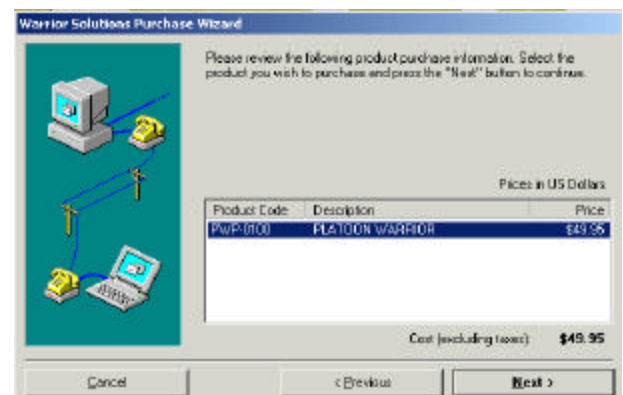
If you checked the “I have a prepaid serial number” box in the Select Payment Method, the next screen you see will be the Serial Number Information window. Type in your serial number, then click NEXT.



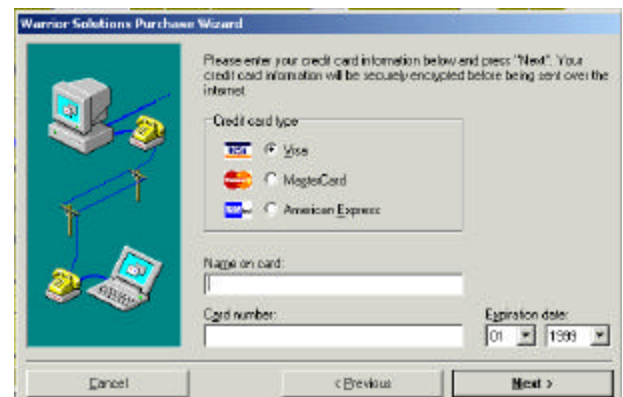
The next screen you see will be the Sending Information window initiating Internet registration. Skip to the section on Transmitting your Authorization Request.

Using a Credit Card

If you left the “I have a prepaid serial number” box unchecked in the Select Payment Method window, the next screen you see will be the Purchase Summary window. Click on the entry of the product want to license. The Cost value will change to match your selection. Click NEXT and the Credit Card Information window will appear.



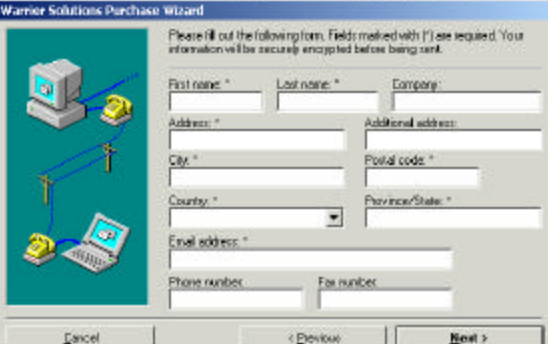
Click the button beside the type of credit card that you are using. Type in the name shown on your card, then the card number. This number must be a valid credit card number; otherwise, the system will detect an error when you try to proceed to the next window, and will display a message to that effect.



Click the value arrows in the month (two-digit) and year (four-digit) spinboxes under Expiration date, selecting the applicable month and year values.

If your credit card uses two digits to specify the year, select the four-digit equivalent in the spinbox; for example, for “01” on your card, select “2001” in the spinbox. The specified month and year must be later than the current date; otherwise, the system will detect an error when you try to proceed to the next window, and will display a message to that effect.

Click NEXT and the Personal Information window will appear. Enter the information requested. Note that fields starred with an asterisk are required to process your credit card.



Warrior Solutions Purchase Wizard

Please fill out the following form. Fields marked with (*) are required. Your information will be securely encrypted before being sent.

First name: * Last name: * Company: *

Address: * Additional address: *

City: * Postal code: *

Country: * Province/State: *

Email address: *

Phone number: Fax number:

Buttons: Cancel, < Previous, Next >

When are done, click NEXT and the Verify Email Address window will appear.

The Verify Email Address window appears as when you complete the procedures for serial number registration or credit card purchases. This window contains the email address you specified in the Serial Number Information or the Personal Information window. If the address is incorrect, click NO. The Verify Email Address window will disappear, and you will be able to re-input your email address. If the address is correct, click YES.



Verify Email Address

Please take a moment to verify that your email address is correct. If it is incorrect, your unlocking code cannot be sent to you.


You entered:
smith@xyz.com

Is this correct?

Buttons: Yes, No

Online Internet Registration

The Sending Information window appears automatically. Depending on your system configuration, you may see a dialup window where you enter the necessary Internet connection information. If your system successfully connects to the Internet, your Internet authorization-request message will be sent to the Warrior Solutions online processing center.

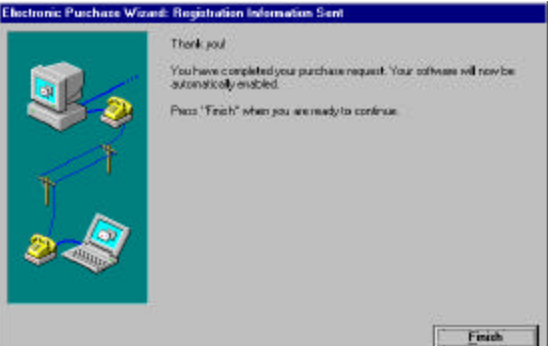


Electronic Purchase Wizard: Sending Information

Please wait while your purchase information is being sent over the internet. Processing your order can take up to 2 minutes.

Buttons: Next >

If online Internet registration is successful, an Internet Thank You! screen will appear. Clicking finish will return you to the Platoon Personnel License Info screen. You should see your license change over to “Registered” and “Unrestricted” as your license is registered.



Electronic Purchase Wizard: Registration Information Sent

Thank you!

You have completed your purchase request. Your software will now be automatically enabled.

Press "Finish" when you are ready to continue.

Buttons: Finish

If the Internet connection fails or if you click CANCEL while the Sending Information window is displayed, you will see an Automatic Send error message. Click OK to

continue and the Warrior Solutions Online Purchase will attempt to register Platoon Personnel using email.

Sending Your Authorization Request by Email

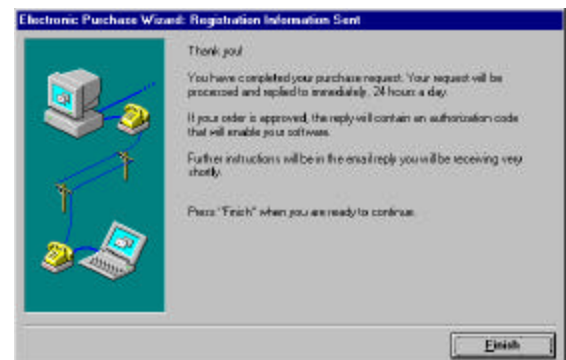
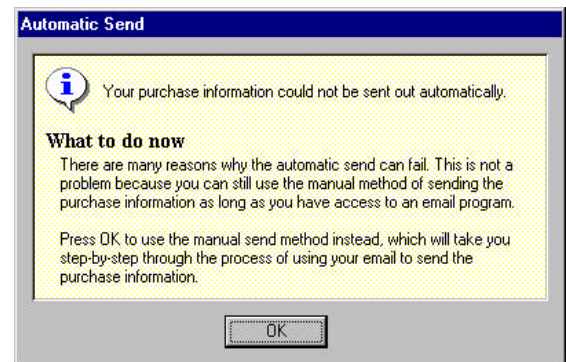
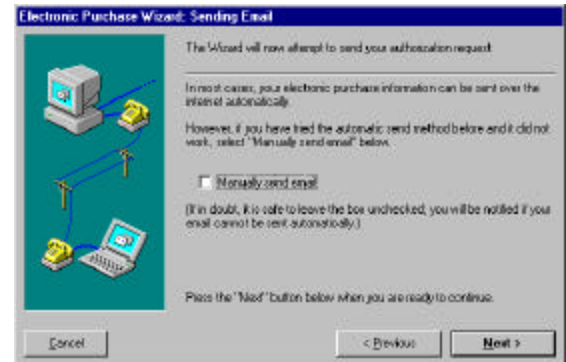
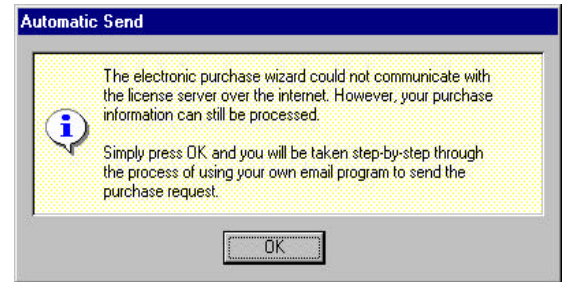
If automatic online Internet registration fails, you can send your authorization-request by email automatically or manually. The automatic method is the default.

To send an automatic email request, click the Next button – don't check the "Manually send email" box. The Online Purchase Wizard will attempt to send your license-request via email.

If an error occurs in email transmission, you will see an Automatic Send error message. Click OK to launch the manual email function (see the following section).

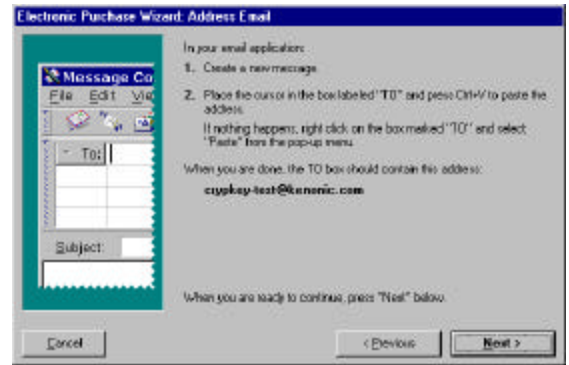
If the automatic email transmits normally, the Automatically Send Purchase Information window will appear. The Status field in the window to the right will continue to update until the connection is complete.

When the connection is completed, the Wizard will display the Registration Information Sent window. Click FINISH to end the authorization-request process and close the Wizard.

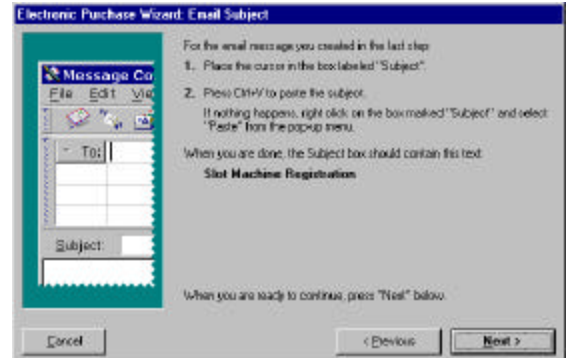


Sending a Manual Email Request

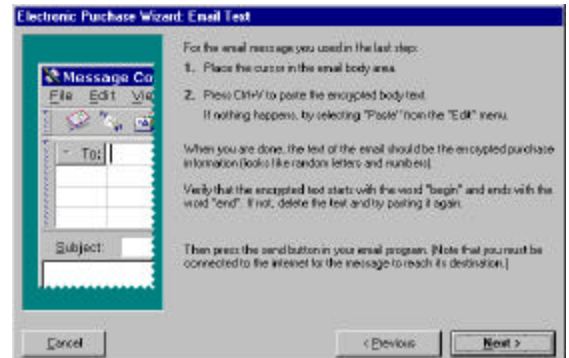
If automatic email registration fails, you still can register Platoon Personnel with a manual email request. In the Email Registration window, click the “Manually send email” checkbox, then NEXT, and the next series of windows will appear. Each window is self-explanatory and contains instructions for completing a portion of your email message. First, create a new message...



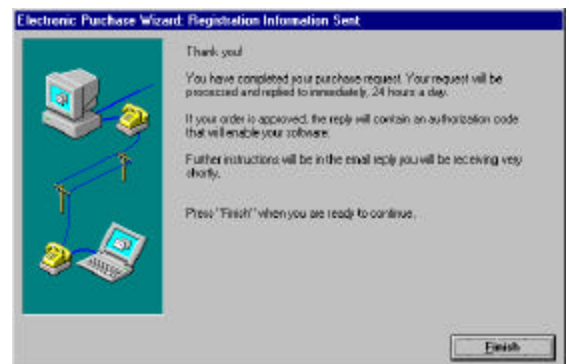
Create a subject line as shown at right, but the subject should read “Platoon Personnel Registration” or similar, instead of that shown at right.



Create the body of your email message as shown at right.



Click FINISH to end the authorization-request process and close the Wizard.



Applying Your New Authorization

Online Registration. If your authorization request was using automatic Online Internet registration, the Warrior Solutions Purchase Wizard will automatically install your License Key to Platoon Personnel. This usually takes less than 15 seconds. While you will not see the message containing the License Key, the Wizard will display a message in the licensing window, indicating that you are now authorized to use the protected software.

Email Registration. If your authorization request was sent in an email message, the Warrior Solution processing center will send your License Key by return email. This usually occurs in a matter of minutes, depending on email traffic. The email message will include extensive directions on how to register Platoon Personnel. In brief summary, copy the License Key in the email message (the last line shown below) to the License Key field of the License Info form, then click the MANUAL REGISTRATION button. Your copy of Platoon Personnel should immediately register your license. The following is an example of the email you will receive:

From: CASPER <i>✉ the name of the Warrior Solutions processing server</i>
Sent: Tue 3/16/03 3:21 PM
To: Your Name
Subject: RE: Registration Request
Thank you for registering. Here is your registration number:
F426132EA4F8F225DDF8F27A1A <i>✉ License Key</i>

Registration Errors. If the Warrior Solutions processing center encounters an error while processing your request, the Server's response will depend on whether your request was sent via Internet message or email message.

Internet message request: the Server sends an error message, rather than a License Key, directly to the Wizard. The Wizard will display a message in the licensing window, indicating that you are not authorized to use the protected software. At this point, you will need to re-initiate your authorization request.

Email message request: the Server sends an email to you, containing an error message such as the following:

From: CASPER <i>✉ the name of the Warrior Solutions processing server</i>
Sent: Tue 3/16/03 3:21 PM
To: Your Name
Subject: RE: Registration Request
There was a problem processing your request.
Please contact your software vendor and provide them with the error code and message below:
-1004 No data returned in query of customer data, Serial number is probably not valid. () (serial number: 23)

Manual Registration

If you have problems registering Platoon Personnel using online Internet or email registration procedures, or if you are not connected to the Internet, you can still register Platoon Personnel by contacting us and explaining your particular situation.

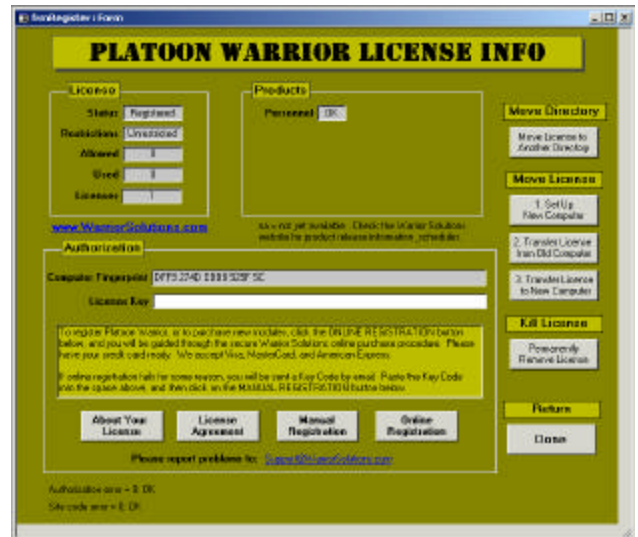
Send email to us at Orders@WarriorSolutions.com.

Send us a letter at the address shown on the flyleaf of this manual or call and leave a message at the phone number shown on the flyleaf of this manual.

Managing your License

The license for this program is specific to the computer and directory it is installed in. If you move the program, even to another directory, you also need to move the license. If you move (or delete) a copy of Platoon Personnel without simultaneously moving its license, you will lose the license -- please read the following carefully!

You can review license information for your installation of Platoon Personnel by clicking on the "License Info" button from the main Platoon Personnel menu screen. The following is a list of commands available on the Platoon Personnel "License Info" screen.



License Block

The information in this block shows the STATUS of your license (trial, unregistered, registered), any RESTRICTIONS on your license (days, read only, unrestricted), and in the case of a trial license, the number of ALLOWED trial days and the number of days USED to date.

Authorization Block

The Authorization block includes technical information about your license and commands to change the status of our license.

Computer Fingerprint – an encrypted “fingerprint” of your computer that includes the current status of your Platoon Personnel license. The Computer Fingerprint is used to register Platoon Personnel.

License Key – an encrypted key that “unlocks” your copy of Platoon Personnel for use on your specific computer using “public key” encryption technology.

Online Registration – allows registration and updating of Platoon Personnel online over the Internet (see previous section).

Manual Registration – allows registration of Platoon Personnel using a "License Key" sent via email.

License Agreement – copy of the Platoon Personnel license agreement.

About your License – a summary of how to manage your license.

Transfer License Buttons

The Transfer License buttons allow you to move your Platoon Personnel license between directories in your computer, or between computers. If you move (or delete) a copy of Platoon Personnel without simultaneously moving its license, you will lose the license.

Move Directory – To move a license between two directories on the same computer (for example, if you want to change the folder or directory where this program is located), use the MOVE DIRECTORY command. A copy of this program must first exist in the destination directory. If one does not already exist, copy or install the Platoon Personnel files before trying to move the directory. To move Platoon Personnel from the source, copy the program to the destination copy in another directory:

Select MOVE DIRECTORY

Enter the destination directory when prompted. Click OK. The license will be moved from the source copy of the program to the destination copy.

Move License

Moving a license from one computer to another requires three steps:

1. Set Up New Computer. A copy of Platoon Personnel must first exist on the destination computer, so install an unregistered copy of Platoon Personnel on the new computer. Insert a floppy disk (or other removable media) into the destination computer and click the "1. SET UP NEW COMPUTER" button. Enter the location and directory of the floppy disk and press OK. An encrypted "fingerprint" of the destination computer will be written to the floppy disk.

2. Transfer License from Old Computer. Now record the old license on the floppy disk. Insert the floppy created in (1) into the old computer and click the "2. TRANSFER LICENSE FROM OLD COMPUTER" button. Enter the location and directory on the floppy disk that holds the license transfer information and press OK. License information will be written to the floppy and the Platoon Personnel license on the old computer deleted.

3. Transfer License to New Computer. Finally, reinsert the floppy into the destination computer and click the "3. TRANSFER LICENSE TO NEW COMPUTER" button. Once again, enter the location and directory of the floppy drive and click OK. Platoon Personnel will be registered on the new computer. If there is a significant time delay between Step 2 and Step 3,

you can click “CONTINUE TRANSFER LATER”. When you are ready to continue, click “3. TRANSFER LICENSE TO NEW COMPUTER” again and follow the instructions on the screen.

Permanently Remove License. The KILL LICENSE command is used to delete a license that is no longer required. After confirming the Kill License command, the program will no longer be authorized to run. Once the license has been deleted, a confirmation code will be displayed on the screen. You should record this number since it proves that the license was actually deleted.

Running Platoon Personnel on your PC

- 1) Click on the **Platoon Warrior** icon on your desktop, or
- 2) Windows menu, select START|PROGRAMS|PLATOON WARRIOR|PLATOON WARRIOR

Platoon Personnel Menu



Navigation buttons :

Platoon Personnel Icon – access Platoon Personnel program

License Info – Platoon Personnel registration, license, and purchase information

Install to PDA – install Platoon Personnel software to your PDA

Customize – customize the look of Platoon Personnel for your unit

Sync – synchronize Platoon Personnel data on your PC with your PDA

Soldier Data Forms

The Soldier Data Screen is comprised of a number of tabbed forms and navigation buttons at the top. To move between forms, simply click on the tab you want to look at.

Customize Platoon Personnel

You can customize Platoon Personnel on your office PC so that it shows information about your unit. Change text in the fields shown to change the headings and text shown in Platoon Personnel. To change the picture shown on the first screen, right click the picture shown above and delete. Copy and paste your unit picture into the Graphic space. The picture should be in Bitmap (bmp) format to work properly. The dimensions of the picture should have a ratio of 2 high to 3 wide in order to fit properly – the image will stretch or contract to fit the space.

Navigation button:

Save – save custom changes and return to main Platoon Personnel menu

Backup and Restore Databases

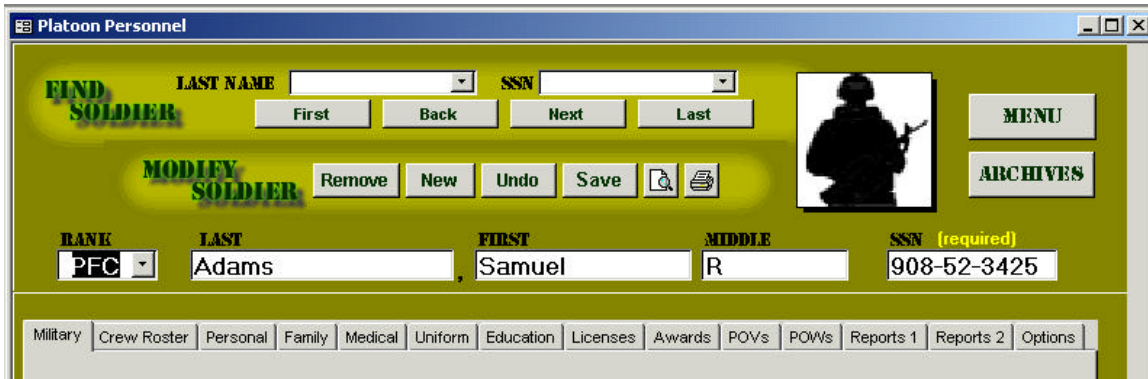
You can easily backup and restore Platoon Personnel data to backup directories or to removable media such as CD's and Zip Disks. Note that when you restore data from a

previous backup, data currently in the Platoon Personnel database will be lost and cannot be recovered (it is overwritten). Be careful that you do not accidentally overwrite data that you want to keep! Click on the START menu in the lower left of your Windows screen. Select the PROGRAMS menu item, click on the PLATOON PERSONNEL program selection, and then select either BACKUP or RESTORE.

Backup – save Platoon Personnel databases for safekeeping

Restore – bring back previously saved Platoon Personnel databases

Soldier Navigation Menu



The Soldier Data navigation area allows you to quickly and easily move between soldiers and to view all of the personnel information for that soldier. Note that the information in large type is for the “current soldier” in the database – the soldier that is currently “active” for updating and editing. When you change this information, you change a soldier’s personnel data in the database.

You can also cut a paste a Bitmap (BMP) image of a soldier in the picture square. The picture should have a width to height ration of 1 to 1 – it will stretch or contract to fill the allowed space.

Navigation Tools:

Last Name drop box – find a soldier by last name

SSN drop box – find a soldier by Social Security Number

First – jump to the first soldier in the database

Back – move to the previous soldier in the database

Next – move to the following soldier in the database

Last – jump to the last soldier in the database

Preview – preview Soldier Report

Print – print Soldier Report

Remove – remove current soldier from the active database and move to archive files

New – add a new soldier to the database

Undo – undo the last database command

Save – save information for the current soldier

Menu – return to Platoon Personnel main menu

Archives – view soldiers removed to archive files

Tab – move between data screens

Military Data Form

RANK 2LT **LAST** Adams **FIRST** Samuel **MIDDLE** R **SSN (required)** 677-56-7676

Military Crew Roster Personal Family Medical Uniform Education Licenses Awards POVs POWs Reports 1 Reports 2 Options

DDR: 2/1/2001 Clearance Level: Secret Promotable:
 BASD: 6/13/2000 Combat Tour: Macedonia Promotion Points: 105
 BPED: 6/13/2000 Combat Tour End: 2/3/2002 Reenlistment Status: Flagged
 ETS: 7/1/2004 Last NTC Rotation: 11/11/2000 Flagged Date: 2/1/2001
 PMOS: 19D10 Last CMTC Rotation: 8/8/2000 Flag Review Date: 3/1/2002
 SMOS: 19D20 Last JRTC Rotation: 6/6/2000 Retire Date: 4/1/2002
 DEROS: 2/3/2002 Arrival on Station Date: 2/13/2001 Type Of Tour: Hardship
 Last NCOER: 11/13/2000 Status of Departure Award: PCS Date: 5/1/2002
 Last Counseling: 12/1/2000 Last DA Photo: 2/1/2001 NCOES: PLDC
 FCP Date: 7/1/2001

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The Military data form includes important military information for the current soldier: You can find descriptions of each data field by moving your mouse cursor over each field and reading the pop-up description that appears.

Crew Roster

RANK PFC **LAST** Adams **FIRST** Samuel **MIDDLE** R **SSN (required)** 908-52-3425

Military Crew Roster Personal Family Medical Uniform Education Licenses Awards POVs POWs Reports 1 Reports 2 Options

Soldier's Positions

	Position	Squad	Platoon
▶	Commander	1	1
*			

*

[ROLL CALL]
 [POSITIONS]
 [POSITION ROSTER]

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The Crew Position data form allows you to assign the current soldier to a position, squad, and platoon.

Navigation buttons:

Preview Crew Roster – preview Crew Roster report

Print Crew Roster – print Crew Roster report

Crew Roll Call – set up roll call information

Crew Positions – set up information about your squads

Personal Data Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

Military | Crew Roster | Personal | Family | Medical | Uniform | Education | Licenses | Awards | POVs | POWs | Reports 1 | Reports 2 | Options

Sex: Address: 67657 Gashaus LN
 Birthday: 1/2/1980 City: Colorado Spring State: CO Zip: 83243
 Religion: EMail: Adams@aol.com
 Race: Home Phone: (719) 555-5656
 Place of Birth: New York New York Cell Phone: (719) 555-2323
 Home of Record: NY NY Pager: (719) 444-5555
 Roster #: 2134234 ID Card #: 12111 Civilian License State: CO
 Barracks Building #: 510 ID Card Expiration: 2/4/2002 Civilian License Number: 34534543
 Barracks Room #: 72D Ration Card #: 3457 Hobbies: Running, sailing, mountain biking, skiing

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The Personal data form includes important personal information for the current soldier.

Family Data Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

Military | Crew Roster | Personal | Family | Medical | Uniform | Education | Licenses | Awards | POVs | POWs | Reports 1 | Reports 2 | Options

Last Will Review: 1/5/2001 Next Of Kin Name: Gretchen Adams
 Location of Will: Home NOK Relationship:
 Power of Attorney: NOK Phone: (235) 555-5555
 Marital Status: NOK Address: 23234 12th St
 Anniversary: NY NY 23232
 Single Parent:

Dependents

	NAME	RELATION	BIRTHDAY	DEP SSN	EFMP	EFMP Reason
▶	Laura	Daughter	4/3/1998	898-59-2485	<input checked="" type="checkbox"/>	asthma
*					<input type="checkbox"/>	

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The Family data form includes important family information for the current soldier.

Medical Data Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

Military | Crew Roster | Personal | Family | **Medical** | Uniform | Education | Licenses | Awards | POVs | POWs | Reports 1 | Reports 2 | Options

Blood Type: Last Deployment Review Date:
Dental Cat: DNA on File: Cold Weather Injury:
Last Dental Exam: Alert Tags: Hot Weather Injury:
Last Physical Exam: Alert Reason:
Last HIV Test:
ID Tags: BSEP:

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The Medical data form includes important medical information for the current soldier.

Uniform Data Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

Military | Crew Roster | Personal | Family | Medical | **Uniform** | Education | Licenses | Awards | POVs | POWs | Reports 1 | Reports 2 | Options

Jacket Size: Boot Size:
Pant Size: Glove Size:
MOPP Suit Size: Hat Size:
Mask Inserts:
Glasses:

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The Uniform data form includes important uniform clothing information for the current soldier shown at top.

Education Data Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

[Military](#) | [Crew Roster](#) | [Personal](#) | [Family](#) | [Medical](#) | [Uniform](#) | **Education** | [Licenses](#) | [Awards](#) | [POVs](#) | [POWs](#) | [Reports 1](#) | [Reports 2](#) | [Options](#)

Years Education: Education Level: GT Score:
 College Hours: BSEP Enrollee: DLAB Score:

Type	Date
Ranger	1/1/2001
*	

Language	Score
Italian	3
*	

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The Education data form includes important information about the education of the current soldier.

Licenses Data Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

[Military](#) | [Crew Roster](#) | [Personal](#) | [Family](#) | [Medical](#) | [Uniform](#) | [Education](#) | **Licenses** | [Awards](#) | [POVs](#) | [POWs](#) | [Reports 1](#) | [Reports 2](#) | [Options](#)

Type	Date	Restrictions	Level	Expire Date
M1A1Abrams	4/3/2000	Glasses	Learners	8/1/2001
*				

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The Licenses data form includes important information about licenses held by the current soldier.

Awards Data Form

RANK	LAST	Add a new soldier		MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676	

[Military](#) | [Crew Roster](#) | [Personal](#) | [Family](#) | [Medical](#) | [Uniform](#) | [Education](#) | [Licenses](#) | **Awards** | [POVs](#) | [POWs](#) | [Reports 1](#) | [Reports 2](#) | [Options](#)

Earned Awards

	Abbreviation	Number
▶	RAM	1
*		

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The Awards data form includes important information about awards earned by the current soldier.

Personally Owned Vehicle Data Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

[Military](#) | [Crew Roster](#) | [Personal](#) | [Family](#) | [Medical](#) | [Uniform](#) | [Education](#) | [Licenses](#) | [Awards](#) | **POVs** | [POWs](#) | [Reports 1](#) | [Reports 2](#) | [Options](#)

Privately Owned Vehicles

	License	Model	Make	Year	Post Sticker #	Inspected	Ins Company	Expires
▶	348 ABC	Corvette	Chevrolet	1998	385-045A	4/8/2001	State Farm	11/15/2001
*								

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The Personally Owned Vehicles (POVs) data form includes important information about vehicles owned by the current soldier.

Personally Owned Weapons Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

Military | Crew Roster | Personal | Family | Medical | Uniform | Education | Licenses | Awards | POVs | POWs | Reports 1 | Reports 2 | Options

Privately Owned Weapons

	Make	Model	License #	Year	Location
▶	Winchester	22 rifle	495934349CO	1999	Locker
*					

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The Personally Owned Weapons (POWs) data form includes important information about weapons owned by the current soldier.

Reports 1 Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

Military | Crew Roster | Personal | Family | Medical | Uniform | Education | Licenses | Awards | POVs | POWs | Reports 1 | Reports 2 | Options

Date of Rank **Promotable Status** **Education** **Uniform Sizes**

Preview Print Preview Print Preview Print Preview Print

Anniversary date **Bar and Flag** **Training Center** **Glasses/ NBC Inserts**

Preview Print Preview Print Preview Print Preview Print

ID Tag info **Counseling Due** **GT Score**

Preview Print Preview Print Preview Print

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The Reports 1 form allows you to preview and print a variety of important personnel forms.

Reports 2 Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
2LT	Adams	Samuel	R	677-56-7676

Military	Crew Roster	Personal	Family	Medical	Uniform	Education	Licenses	Awards	POVs	POWs	Reports 1	Reports 2	Options
----------	-------------	----------	--------	---------	---------	-----------	----------	--------	------	------	-----------	-----------	---------

Soldiers in Barracks <input type="button" value="Preview"/> <input type="button" value="Print"/>	Married not Accomp <input type="button" value="Preview"/> <input type="button" value="Print"/>	PO Weapons <input type="button" value="Preview"/> <input type="button" value="Print"/>	EFMP <input type="button" value="Preview"/> <input type="button" value="Print"/>
Resides Off Post <input type="button" value="Preview"/> <input type="button" value="Print"/>	Single Parent <input type="button" value="Preview"/> <input type="button" value="Print"/>	PO Vehicles <input type="button" value="Preview"/> <input type="button" value="Print"/>	Will and POA <input type="button" value="Preview"/> <input type="button" value="Print"/>
Weather Injury <input type="button" value="Preview"/> <input type="button" value="Print"/>	Dependent Info <input type="button" value="Preview"/> <input type="button" value="Print"/>	POV Inspection Date <input type="button" value="Preview"/> <input type="button" value="Print"/>	Status Report <input type="button" value="Preview"/> <input type="button" value="Print"/>

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The Reports 2 form allows you to preview and print a variety of additional personnel forms.

Options Form

RANK	LAST	FIRST	MIDDLE	SSN (required)
PFC	Adams	Samuel	R	908-52-3425

Military	Crew Roster	Personal	Family	Medical	Uniform	Education	Licenses	Awards	POVs	POWs	Reports 1	Reports 2	Options
----------	-------------	----------	--------	---------	---------	-----------	----------	--------	------	------	-----------	-----------	---------

Click on buttons below to add, change, or delete content in standard data field tables:

<input type="checkbox"/> Awards	<input type="checkbox"/> Glove Sizes	<input type="checkbox"/> MOPP Suit Sizes	<input type="checkbox"/> Sex Options
<input type="checkbox"/> BDU Sizes	<input type="checkbox"/> Hat Sizes	<input type="checkbox"/> MOS	<input type="checkbox"/> Tour Types
<input type="checkbox"/> Blood Type	<input type="checkbox"/> Languages	<input type="checkbox"/> NCOES	
<input type="checkbox"/> Boot Sizes	<input type="checkbox"/> License Levels	<input type="checkbox"/> NOK Relationships	Crew Options
<input type="checkbox"/> Certifications	<input type="checkbox"/> License Restrictions	<input type="checkbox"/> Race Options	<input type="checkbox"/> Platoons
<input type="checkbox"/> Combat Zones	<input type="checkbox"/> License Types	<input type="checkbox"/> Re-enlistment Status	<input type="checkbox"/> Squads
<input type="checkbox"/> Dental Categories	<input type="checkbox"/> Marital Status	<input type="checkbox"/> Religions	<input type="checkbox"/> Positions
<input type="checkbox"/> Education	<input checked="" type="checkbox"/> Military Rank	<input type="checkbox"/> Security Clearance	

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The Options form allows you to edit all of the drop-down menus used throughout Platoon Personnel. For example, if you need to add a new type of security clearance to the current list of security clearances, you can do that here by clicking on the “Security Clearance” button.

Archived Soldiers Form

Archive

ARCHIVED SOLDIERS

Archived soldiers are those who no longer actively participate with a unit. Consider leaving inactive soldiers in this archive for several months before permanently deleting, in case you unexpectedly need to retrieve information regarding an inactive soldier.

Restore Delete Back

SSN	Last Name	First	Middle	Rank	Sex	Race
555-00-2222	Snuffy	Joseph	Paul	PFC	Male	Phillipino

Archived Soldiers are those that have been removed from the active soldier database, but have not yet been completely deleted from Platoon Personnel. The purpose of the soldier archives is to provide a buffer between active soldiers and complete deletion so that soldier data is not lost by an accidental deletion.

In addition, keeping deliberately deleted soldiers in the archives for a period of time (days or weeks depending on use) ensures that synchronization between PDA's and several computers is properly done. For example, if a soldier is deleted on one PC and then is synchronized with a PDA that still shows the soldier as active, the deleted soldier could be added back to the PC database. If the deleted soldier resides in the archive database, Platoon Personnel knows not to add the soldier back to the PC active database. If, however, the deleted soldier has been permanently deleted from the archive list, Platoon Personnel will add the soldier to the active list.

We recommend that you keep deleted soldiers in the archives for several days or perhaps weeks until all PDA's used with a PC have been synchronized with the PC and spurious deleted soldiers cleared from the system. Archived soldiers can then be permanently deleted from Platoon Personnel.

Navigation Tools:

Restore – move a soldier from the archived list back to the active list

Delete – permanently delete a soldier from Platoon Personnel. Caution, data for a deleted soldier cannot be recovered.

Back – return to the Soldier Data screen

Synchronizing Platoon Personnel

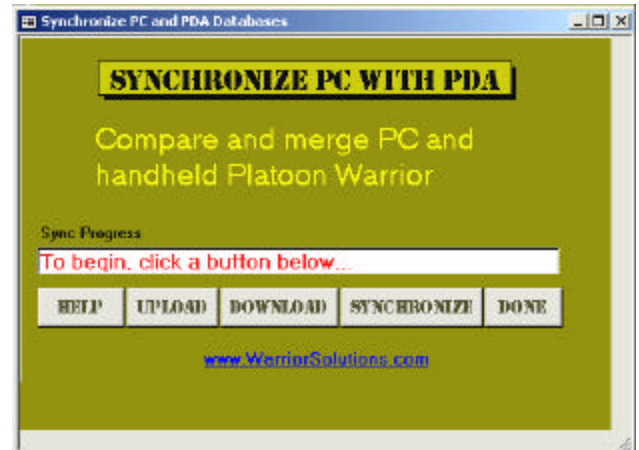
To synchronize Platoon Personnel on your PDA with Platoon Personnel on your desktop PC, do the following:

- 1) In Platoon Personnel running on your desktop PC, click the SYNC button located in the lower right of the main Platoon Personnel menu screen
- 2) This will bring up the “Synchronize PC with PDA” screen. You can select to UPLOAD data from your PDA, DOWNLOAD data from your PC, or SYNCHRONIZE each with the other.

UPLOAD data from PDA and merge with PC Platoon Personnel databases. The upload feature is useful for users (e.g., company commanders) who wish to collect data from multiple PDA's but do not wish to download complete merged data to individual PDA's (e.g., platoon leaders)

DOWNLOAD Platoon Personnel PC databases and overwrite PDA databases. Caution – data residing on your PDA will be lost.

SYNCHRONIZE both PC and PDA databases. Data is first uploaded from the PDA and merged with PC databases. The merged databases are then downloaded from the PC to the PDA, overwriting existing PDA data. The data is not lost since it was previously merged with PC data.



IMPORTANT NOTES:

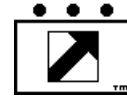
- 1) Be careful not to enter or change data on both your PC and on your PDA for the same soldier between synchronization sessions! If information for the same soldier is changed on both PC and PDA, then the changes made on the PDA will be lost during the next synchronization operation (the desktop PC will overwrite data on the PDA). Note that changing data for one soldier on your PC and another soldier on your PDA does not create a problem – both will synchronize properly. The best solution for this potential problem is to frequently synchronize your PDA and PC and not to let changes accumulate over extended periods.
- 2) Ensure that the time set on your PC closely matches that on your PDA, if they do not match the devices will not synchronize.
- 3) The first time you synchronize a PDA to a PC, the PC will overwrite the PDA.
- 4) Verify that your synchronization program is running (for HotSync®, look for its icon in the lower right of your screen) – if not, start it up. Connect your PDA to your PC (e.g.,

put it in its cradle). Click on the sync option you desire (e.g., UPLOAD, DOWNLOAD, or SYNCHRONIZE) and start synchronization (e.g., push the HotSync® button on your cradle). As the synchronization process proceeds, update information will appear in the “Sync Progress” window. The usual HotSync® Progress screen may also pop up. When Platoon Personnel completes synchronizing your PDA to your PC, the HotSync® Progress and HotSync® to PDA windows will close, returning you to the main Platoon Personnel menu.

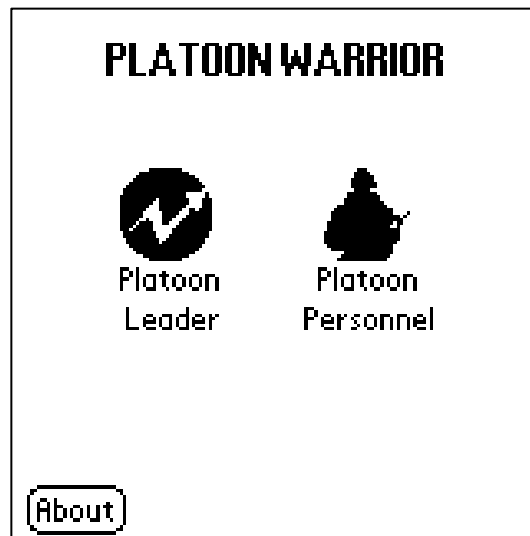
- 5) Ensure that your PC and PDA show the same date and time.

Running Platoon Personnel on your PDA

To run Platoon Personnel on your PDA, simply tap this icon on your PDA's main icon screen to bring up the main menu screen of Platoon Personnel.



Platoon Warrior Main Menu



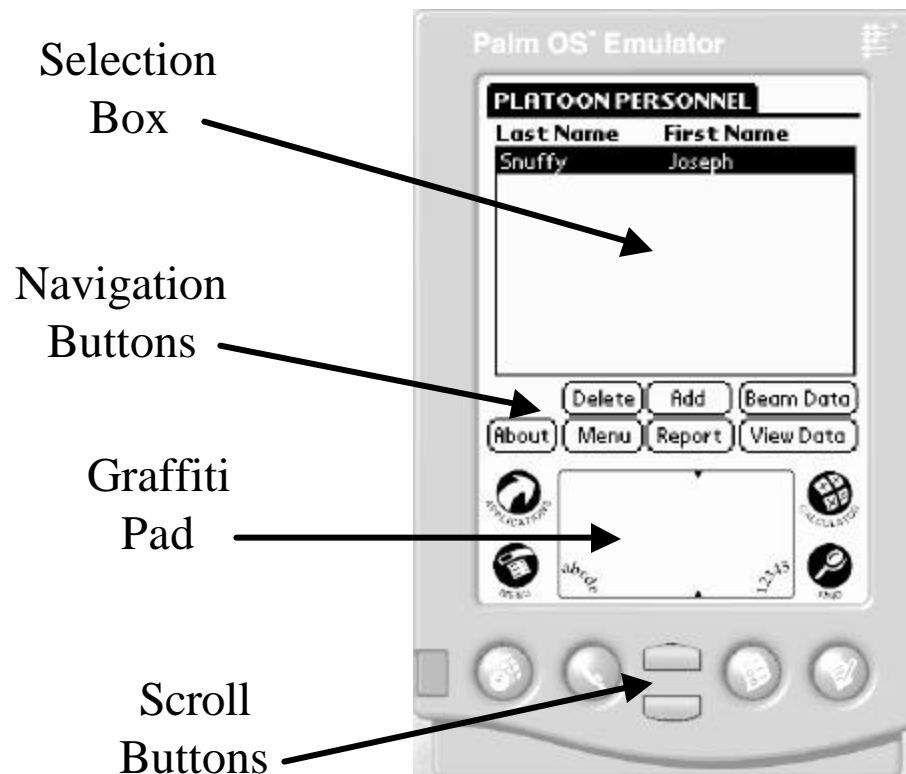
The opening screen of Platoon Personnel is shown above. Select one of the following by tapping the appropriate icon:

Platoon Leader – a digital adaptation of the *Combat Leaders' Guide* published by Infantry Forces Research Unit of the Army Research Institute.

Platoon Personnel – a mobile database to help you record and report important personnel data for your soldiers. Access Platoon Personnel on your PDA by clicking the Platoon Personnel icon on the main menu of Platoon Personnel. This will call up the main Platoon Personnel soldier screen.

About – information about Warrior Solutions and Platoon Personnel

Navigating Platoon Personnel on your PDA



There are a number of ways that you will navigate through Platoon Personnel on your PDA:

Selection Box. On many screens, you can tap on entries in a selection box that will allow you to view detailed information about the entry.

Navigation Buttons. By tapping on a navigation button, you can move between screens to view different information for different soldiers.

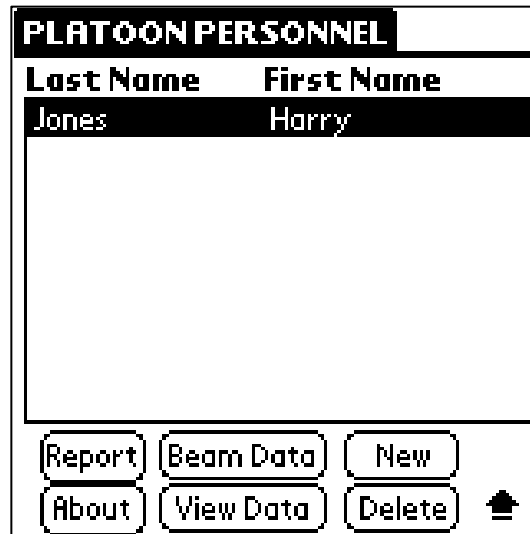
Scroll Buttons. You can use the scroll buttons at the bottom of your PDA to move the black highlight bar up and down in a Selection Box. For forms with multiple pages, the Scroll Buttons will move the screen up and down to display different pages of the form

Graffiti® Area. You use the Graffiti® writing area to enter information into Platoon Personnel using the Palm's Graffiti® handwriting script (see your PDA user manual). If you don't want to use the Graffiti® alphabet, you can use a typewriter-type keyboard by tapping on the alphabet in the lower left of the Graffiti® area. Tapping on the numbers in the lower right will pop up another keypad to enter numbers and symbols.

Up Arrow. On other screens, you will see a black up-arrow (↶) in the lower right. This arrow will move you to the previous screen just viewed (before the current screen).

Page Arrow. On forms with multiple pages, page up (↶) and page down (↷) arrows move you between pages of the form. Or you can use the scroll buttons on your PDA.

Main Platoon Personnel Screen



This is the first screen you will see when you open Platoon Personnel on your PDA. The box at the top shows the names of the soldiers loaded in your platoon database (we just have one in this example). You can view information for a soldier by tapping on the soldier's name, or by tapping the "View Data" button. To move the black highlight bar up and down to select a different soldier, use the scroll button at the bottom middle of your PDA.

Navigation Tools:

Tap Soldier Name – view personnel data for soldier tapped (same as View Data button)

Delete – delete a soldier. Note: you can only delete soldiers that you have added on your PDA. Once you have synchronized the PDA to a desktop computer, you will not be able delete a soldier using the PDA. This security feature prevents the accidental deletion of a soldier in the field.

New – add a new soldier to the database.

Beam Data – beam soldier data to another PDA.

About – information about Platoon Personnel

Up Arrow – jump to the main Platoon Personnel Menu

Report – jump to the Morning Report screen

View Data – view personnel data for the current soldier (same as Tap Soldier Name)

Morning Report & Roll Call

The Roll Call form shows the status of an individual soldier. You can switch between soldiers using the scroll buttons at the bottom of your PDA, or using the “Prev” and “Next” buttons. Use this form to record morning roll call information rather than using a paper form.

Roll Call

Rank **PFC**.....

Last **Snuffy**.....

First **Joseph**.....

PDY Detail

Other Sick Call Absent

Leave AWOL

1 of 1 (Prev) (Next)

The Roll Call Summary form provides summary information regarding the status of all soldiers in your PDA database.

Roll Call Summary

0 PDY

0 Sick Call

0 Leave

0 Detail

1 Absent

0 AWOL

0 Other

0 Unknown

1 TOTAL

The Morning Report form shows the current status of all soldiers in your PDA database.

Morning Report

Current Status

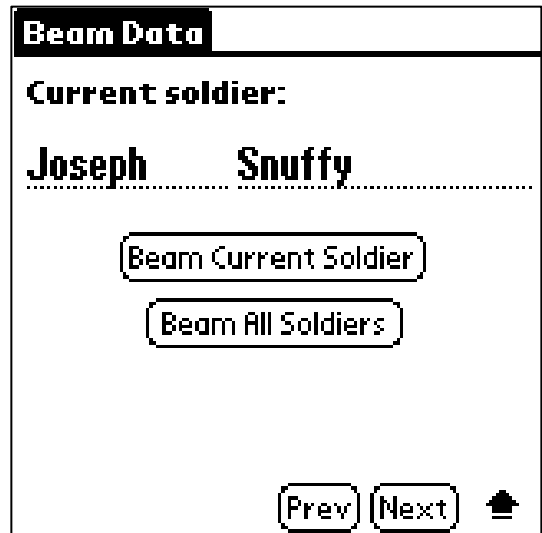
Snuffy	Joseph	Absent

(Reset All) (Summary) (Roll Call)

Beam & Receive Data

You can beam soldier data to another PDA using the “Beam Data” utility. You can beam data for either a single soldier, or for all soldiers in your PDA database.

Beaming Data for a Single Soldier. You can select the soldier you want to beam by using the scroll keys at the bottom of your PDA. When you click the BEAM CURRENT SOLDIER button, Platoon Personnel will try to beam data files for the current soldier to another PDA. Your PDA will search for the infrared port of another nearby PDA. Point your PDA in the direction of the receiving PDA and hold the infrared ports close to one another (several inches). Wait for the PDA to find the other PDA and to begin to send data. Depending on data loaded for the beamed soldier, as many as 8 files will be beamed to the receiving PDA. Both the sending and receiving PDA’s will be queried about sending/receiving each file – answer yes to all.



Beaming Data for all Soldiers. You can easily beam data for all soldiers on your PDA by clicking on the BEAM ALL SOLDIERS button. The entire soldier database of the sending PDA will be beamed to the receiving PDA in a single step. Curiously, given the structure of the underlying Platoon Personnel software, it is easier and more efficient to beam all soldiers than to beam a single soldier.

Receiving Data. To receive data on an individual soldier on a PDA, the receiving PDA must have Platoon Personnel loaded, but it does not need to be running. Simply turn on the receiving PDA, hold its infrared port near the infrared port of the sending PDA, and wait for data to be transferred. When data file transfer is completed, you will be asked if you want to accept the transferred data.

IMPORTANT NOTES:

Beamed data will overwrite existing data on the receiving PDA! For example, if you receive new data for a soldier named Smith, you will lose information for Smith currently loaded on your PDA. If you have information on both PDA’s that you want to keep, synchronize both PDA’s to the same PC.

You have to exit Platoon Personnel program on the PDA in order to receive all beamed soldiers.

Soldier Data

Soldier Data				
Snuffy	Joseph			
Paul	555002222			
08/30/1977	▼ Male			
▼ PFC	▼ Phillipino			
<input type="button" value="Military"/>	<input type="button" value="Personal"/>	<input type="button" value="Family"/>		
<input type="button" value="Medical"/>	<input type="button" value="Uniform"/>	<input type="button" value="Education"/>		
<input type="button" value="Licenses"/>	<input type="button" value="Awards"/>	<input type="button" value="POWs"/>	<input type="button" value="POWs"/>	<input type="button" value="⬆"/>

The Soldier Data Form corresponds to the “Soldier” screen on the desktop version of Platoon Personnel. The buttons at the bottom of this form correspond to the tabs on the desktop version. Click on the appropriate button to see detailed information. You can switch between soldiers without returning to the top Platoon Personnel screen by using the scroll button at the bottom of your PDA. Tap on the appropriate button to see detailed information for the active soldier.

Military

The Military data form includes 4 pages of military information for the active soldier. You can move between pages by using the up-down arrows in the lower right, or by using the scroll button at the bottom of your PDA. To add an email address on your PDA, tap the line directly under the pager line.

Military	
Jones	677567676
DOR	BASD
ETS	BPED
FCP	DEROS
Cnsl	NCOER
PMOS	
SMOS	
Pg 1/4	

Jones	677567676
Security Level	▼ Secret
Combat Tour	▼
Combat Tour End	
NTC Rotation	
CMTC Rotation	
JRTC Rotation	
Arrival on Station	
Pg 2/4	

Snuffy	555002222
Departure Award	submitted
Last DA Photo	
<input checked="" type="checkbox"/> Promotable	545 Pts
Reenlist Status	▼ Eligible
Flagged Date	
Flag Review Date	
PCS Date	
Pg 3/4	

Jones	677567676
Type of Tour	▼
NCOES	▼
Retire Date	
Pg 4/4	

Family

Family	
Snuffy	555002222
NOK William Snuffy	
Relation	▼ Father
Phone	(303) 222-2222
Address	11501 Martin Luther King Highway
<input type="button" value="Dependents"/>	
 	




Snuffy	555002222
Marital Stat	▼ Divorced
Anniversary	
<input type="checkbox"/> Single Parent	<input checked="" type="checkbox"/> POA
Loc of Will	Post Office box
Last Will Rvw	09/30/1995
 	




The Family data form includes 2 pages of family information for the active soldier. You can move between pages by using the up-down arrows in the lower right, or by using the scroll button at the bottom of your PDA.

Navigation button:

Dependents – view and edit dependent information


Medical

Medical	
Snuffy	555002222
Blood Type	▼ A+
Dental Category	▼
Last Dental Exam	03/05/1999
Last Physical Exam	03/05/1999
Last HIV Exam	01/03/1999
Last Deploy Rvw	02/04/00
  	

Jones	677567676
<input checked="" type="checkbox"/> ID Tags	
<input type="checkbox"/> DNA on File	
<input type="checkbox"/> Cold Weather Injury	
<input checked="" type="checkbox"/> Hot Weather Injury	
<input type="checkbox"/> Alert Tags -- Reason:	
.....	
.....	
  	

The Medical data form includes 2 pages of medical information for the active soldier. You can move between pages by using the up-down arrows in the lower right, or by using the scroll button at the bottom of your PDA.

Uniform

Uniform Data	
Snuffy	555002222
<input checked="" type="checkbox"/> Glasses	<input checked="" type="checkbox"/> Mask Inserts
Hat	▼ 7 1/4
Gloves	▼ 2 XS
Boots	▼ 10 R
Jacket	▼ M-R
Pants	▼ M-R
MOPP Suit	▼ L
	

The Uniform data form includes uniform size information for the active soldier


Education

The Education data form includes education information about the active soldier.

Navigation buttons:

Languages – jump to languages page

Certifications – jump to certifications page

Education Data	
Snuffy	555002222
Years Education	16
College Hours	120
Education Level	▼ Bachelors
DLAP Score	85
GT Score	114
<input type="checkbox"/> BSEP Enrollee	
Languages	Certifications 

Languages

Language Qualifications	
Snuffy	555002222
Language	Score
Greek	5
	
Delete	Add Language 

Language Details	
Snuffy	555002222
Language	▼ Greek
Score	5
	

The Languages data form includes languages spoken by the active soldier. Tap on the name of a language to view and edit detailed language information. You can move the black highlight bar up and down using the scroll button at the bottom of your PDA.


Navigation buttons:

Add Language – add a new language


Delete – delete the highlighted language. Note that you can only delete languages that you have recently added to your PDA database. Once you have synchronized your PDA to a desktop PC, you will only be able to delete languages using your desktop PC.

Certifications

Held Certifications	
Snuffy	555002222
Type	Date
Airborne	05/30/1998



Certification Detail	
Snuffy	555002222
Certification	▼ Airborne
Date Earned	05/30/1998
Description	United States Airborne School



The Certifications data form certification includes information for the active soldier. Tap on the name of a certification to view and edit detailed certification information. You can move the black highlight bar up and down using the scroll button at the bottom of your PDA.

Navigation buttons:

Add Certification – add a new certification

Delete – delete the highlighted certification. Note that you can only delete certifications that you have recently added to your PDA database. Once you have synchronized your PDA to a desktop PC, you will only be able to delete certifications using your desktop PC.

Licenses

License Details

Snuffy 555002222

Type ▼ M1A1Abrams
Abrams Main Battle Tank

Level ▼ Regular

Restrict ▼ Glasses

Earned 06/15/1999.....
Exp 06/15/01.....

Licenses

Snuffy 555002222

Type	Level
M1A1Abrams	Regular
M3 Bradley	Regular

Delete Add License

The Licenses data form includes license information for the active soldier. Tap on the name of a license to view and edit detailed license information. You can move the black highlight bar up and down using the scroll button at the bottom of your PDA.

Navigation buttons:

Add License – add a new license

Delete – delete the highlighted license. Note that you can only delete licenses that have you have recently added to your PDA database. Once you have synchronized your PDA to a desktop PC, you will only be able to delete licenses using your desktop PC.

Awards

The left screenshot, titled "Awards", shows a list of awards for the active soldier "Snuffy" (ID: 555002222). The list has two columns: "Award" and "Number". The first row is highlighted with a black bar. At the bottom are buttons for "Delete", "Add Award", and a scroll icon.

Award	Number
NDSR	1
AAM	2
ARCOM	1

The right screenshot, titled "Award Details", shows the details for the selected award. It displays "Snuffy" and "555002222" at the top. Below are fields for "Award" (with a dropdown arrow) and "Number" (with a dotted line for input). A scroll icon is at the bottom right.

The Awards data form includes awards information for the active soldier. Tap on the name of a award to view and edit detailed awards information. You can move the black highlight bar up and down using the scroll button at the bottom of your PDA.

Navigation buttons:

Add Award – add a new award

Delete – delete the highlighted award. Note that you can only delete awards that you have recently added to your PDA database. Once you have hot synchronized your PDA to a desktop PC, you will only be able to delete awards using your desktop PC.

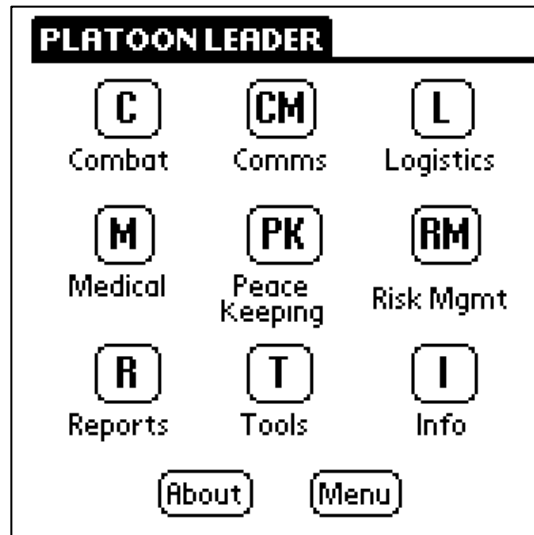
Using Platoon Leader on your PDA



Running Platoon Leader on your PDA

Platoon Leader is adapted from the public domain *Combat Leaders' Guide* (CLG) developed by the Infantry Resources Research of the Army Research Institute. Information regarding the CLG can be obtained from the SACG at Fort Benning, DSN 835-5741, from LT Kirby, SGT Rose, or SGT Sparks. The contributions of the CLG to the Warrior Solutions Platoon Leader software are gratefully acknowledged.

Platoon Leader Main Menu



Platoon Leader runs on your PDA only, not on your PC. The opening screen of Platoon Leader is shown above. The navigation buttons on this screen will take you to over 100 different pages filled with relevant information for U.S. Army leaders. Given the volume of information in Platoon Leader, we have not included pictures of every screen.

Warrior Solutions Information

Warrior Solutions, Inc., is located in Boulder, Colorado, and is dedicated to providing cutting-edge mobile software tools for small unit leaders in the U.S. military. Our tools simplify and streamline training and data collection procedures, thereby freeing military personnel to devote their valuable time to mission critical tasks. Retired U.S. Army personnel including an Infantry Sergeant Major, a Cavalry Captain, and an Armor Lieutenant Colonel founded Warrior Solutions. Our goal is to make your life as a U.S. military leader more efficient, effective, and easier.

To learn about our latest products and to register for update notification via email:

www.WarriorSolutions.com

Thank for using PLATOON PERSONNEL! We at Warrior Solutions are anxious to hear from you and to learn how PLATOON PERSONNEL can be made even more useful. Please contact us at the following email addresses:

- | | |
|-------------------------------|--|
| Warriors@WarriorSolutions.com | General information, questions, and suggestions |
| Sales@WarriorSolutions.com | Information on quantity discounts, licensing, and registration |
| Orders@Warrior Solutions.com | Questions about order status |
| Support@WarriorSolutions.com | Technical trouble-shooting for your installation |

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