



## UNITED STATES MARINE CORPS

Expeditionary Warfare Training Group Atlantic  
Building 3504  
1575 Gator Blvd  
Virginia Beach, VA 23459-2740

N6  
9 Oct 15

From: AMIOPC Course Manager  
To: Incoming AMIOPC students

Subj: WELCOME ABOARD LETTER FOR ADVANCED MAGTF INFORMATION OPERATIONS  
PRACTITIONER COURSE (AMIOPC) STUDENTS

Encl: (1) Base map

1. On behalf of the Commanding Officer, Expeditionary Warfare Training Group Atlantic (EWTGLANT), I would like to congratulate you on being selected to attend the Advanced MAGTF Information Operations Practitioner Course (AMIOPC). The following information will assist you in your preparation for the course.

a. **Purpose.** The AMIOPC is the pinnacle of the MAGTF Information Operations (IO) training continuum and satisfies one of the formal education requirements as an approved IO course of study for the MOS 0550 Advanced Information Operations (IO) Planner. Upon completion of AMIOPC, students will be capable of leading an IO working group (IOWG) within a MAGTF staff and will be capable of interacting with Joint staffs to ensure synergy between MAGTF and the Joint Force's IO plan.

b. **Course Overview.**

1) Course Format. AMIOPC is a guided discussion based course where instructors guide student-led discussions for each lesson based on assigned readings, student professional experience, topical examples, and successful practices related to each lesson topic. Certain lessons may be facilitated by guest lecturers addressing current policy, best practices, professional community developments, and trends within each lesson topic.

2) Course Schedule/Phases. AMIOPC is three weeks in length, totaling 15 training days. The classes taught within AMIOPC are divided into two phases. Phase one (training day one thru day six) will focus on guided discussions of various IO and operational planning lesson topics. Phase Two (training day seven through day 15) will focus on a staff planning exercise scenario.

c. **What to expect:**

1) The student will complete a written evaluation on training day one in order to confirm their comprehension of MAGTF and Joint IO, and to validate completion of the assigned readings listed below:

a) Headquarters United States Marine Corps, MCWP 3-40.4 MAGTF Information Operations, 1 July 2013.

b) Marine Corps Operating Concept for Information Operations (Quantico: Marine Corps Combat Development Command, 04 February 2013).

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c) Headquarters United States Marine Corps, MCO 3120.10 Marine Corps Information Operations Program (Short Title: MCIOP), 08 Nov 2013.

d) Chairman of the Joint Chiefs of Staff, CJCSM 1630.01 Joint Information Operations Force, 16 May 11. Located at [http://www.dtic.mil/cjcs\\_directives/cjcs/manuals.htm#1000](http://www.dtic.mil/cjcs_directives/cjcs/manuals.htm#1000).

e) Joint Chiefs of Staff, Joint Publication 3-13, Information Operations (Washington: Joint Chiefs of Staff, 27 November 2012).

f) BG John N.T. Shanahan, "Information Operations in the Age of Shrinking Budgets: Crisis or Opportunity?" IO Sphere, December 2011, pp. 2-3. Located at [http://home.iosphere.org/?page\\_id=234](http://home.iosphere.org/?page_id=234).

2) The daily schedule begins at 0800 and is usually complete at 1600. Although the classroom instruction on many days ends prior to 1600, students will have additional "take-home" assignments such as reading or completion of deliverable products that will require additional "off-duty" time. However, ample time is granted in the evenings and weekends to enjoy the local area.

3) All students are required to actively participate in the practical exercises, discussions, and presentations to successfully complete the course. Practical exercises and student participation will be formally evaluated. Students will attend all classes in order to obtain the certificate of completion. If students need to conduct other business while TAD/TDY to EWTGLANT they must plan to do it outside of class hours.

#### **d. Security Requirements.**

1) Security Clearance: Active Secret (must be a U.S. citizen). Secret clearance is mandatory.

2) Submit, via email, digitally signed current SAAR form for SIPR account to EWTGLANT N6 IO instructor staff (listed in paragraph 2 below) no later than 14 days prior to course execution. Attach your Information Assurance training certificates for the year current fiscal year. SAAR forms can be emailed to [christopher.pieczyns.ctr@navy.mil](mailto:christopher.pieczyns.ctr@navy.mil) and [Timothy.j.pike@navy.mil](mailto:Timothy.j.pike@navy.mil).

3) Student visit requests must be submitted via JPAS utilizing SMO code 560110296 to the EWTGLANT SSO at least 14 days prior to course execution. Any questions involving clearances may be directed to our security office at commercial 757-462-7383, DSN 253-7383.

#### **e. Reporting Instructions.**

1) Where to report: EWTGLANT is located at Building 3504 aboard JEB Little Creek - Fort Story, Virginia Beach, VA 23459-2470. Students will report to the EWTGLANT Security Office (1st Deck) in order to check in and receive student security badges for duration of the AMIOPC course. Students will then report to Classroom 185 in the secure wing of EWTGLANT for course in-processing with AMIOPC instructor staff and orientation to classroom facilities.

2) Directions:

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a) It is recommended that students use web applications such as Map Quest or Google Maps to locate directions to JEB Little Creek from their point of origin. Use the following address:

1575 Gator Blvd  
Virginia Beach, VA 23459-2740

b) When searching for directions to JEB Little Creek, use Google Maps and enter "JEBLC Gate 5" in the search bar (Gate 5 is the recommended entrance to the base).

3) Start time is 0800 on T-day (1) of course execution.

4) Link to JEBLCFS base map:

<http://www.public.navy.mil/fltfor/ewtglant/Documents/Base%20Map.pdf>.

f. **Transportation.** Norfolk International Airport, (airport code: ORF) is the nearest major airport. Please note graduation will be held at/about 1500 hours on the final day of the course. Do not schedule a departure flight earlier than 1700 on graduation day. No early departures or absences are authorized from the course.

g. **Uniform:**

1) USMC: Appropriate seasonal MARPAT camouflage uniform (Mon thru Fri).

2) USN: Appropriate camouflage or work uniform.

3) Civilians: business casual.

h. **Billeting:** Per the Course Descriptive Data found on the Marine Corps Training and Information Management (MCTIMs) website, government quarters, in the form of assigned barracks, is not available. However, billeting is available on the Joint Expeditionary Base (JEB) Little Creek- Fort Story compound - but space is limited. At least two weeks prior to the start of class, we recommend calling the billeting office at commercial 1-877-986-9258 to verify that a room is available and to obtain a confirmation number. Statements of non-availability of quarters will be issued only if quarters are unavailable. Please use contact number for the latest rates.

i. **Meals:**

1) Messing is available at the JEB mess hall. TECOM does not provide additional funding beyond the government rate for meals for those personnel residing on base.

2) Several other restaurants are located aboard JEB (i.e. Subway, Sbarros, etc).

j. **Medical.** While at EWTGLANT, medical requirements will be handled by: Boone Branch Medical Clinic, 1035 Nider Blvd., Suite 100, Virginia Beach, VA 23459-2731. Phone number is (757) 953-8351

k. **Orders.** EWTGLANT N1 will provide reporting endorsements upon student arrival.

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1. **Class social.** A no host class social will be planned for the Thursday evening of the first week. The purpose of the social is to get to know one another prior to engaging in group exercises. The social will be held at a local establishment near JEBLCFS. Students are responsible for their own social costs.

m. **Recreation:** JEB Little Creek has several Morale, Welfare, and Recreation (MWR) facilities to enjoy while attending the course. Rockwell Gym is a full size gym with free weights, cardio equipment, and basketball and racquetball courts. JEB has an 18-hole golf course with a great club house. There is also an Outdoor Recreation Checkout facility to rent small boats and other equipment. Access to Bradford Lake fishing is available on JEB Little Creek. For further information, access [http://www.cnric.navy.mil/regions/cnrma/installations/jeb little creek fort st ory/ffr.html](http://www.cnric.navy.mil/regions/cnrma/installations/jeb%20little%20creek%20fort%20st%20ory/ffr.html).

n. **Mailing address:** Your address while attending the course will be:  
Rank, Last, First  
EWTGLANT  
Building 3504  
1575 or Blvd  
Virginia Beach, VA 23459-2740

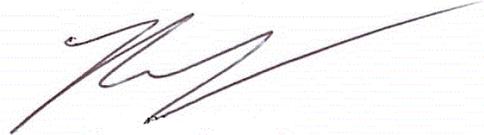
2. If you have any questions regarding the course please use the resources listed below.

a. Mr Timothy Pike/ [Timothy.j.pike@navy.mil](mailto:Timothy.j.pike@navy.mil) or 757-462-3437 (DSN 253-XXXX)

b. Mr. Christopher Pieczynski at [christopher.pieczyns.ctr@navy.mil](mailto:christopher.pieczyns.ctr@navy.mil) or 757-462-7513 (DSN 253-XXXX).

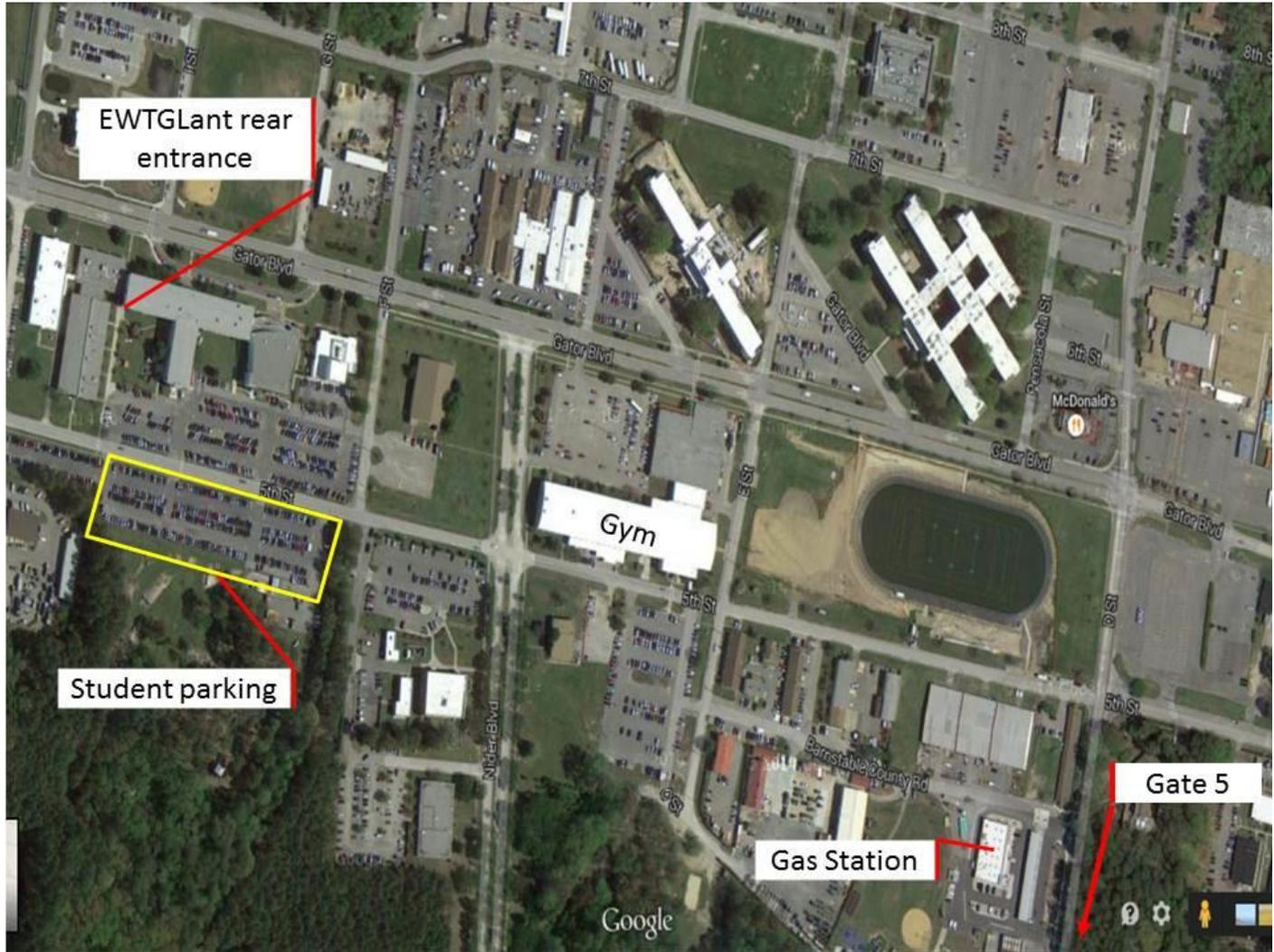
c. For reporting information on non-working days or on training day 1, call the command duty officer at DSN 253-7000 or commercial (757) 462-7000.

3. My staff and I look forward to meeting you and hope the learning experience at EWTGLANT will benefit you personally and professionally.



M. G. BLACKFORD  
Maj USMC

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ENCLOSURE (1)