



DEPARTMENT OF THE NAVY
OFFICE OF THE JUDGE ADVOCATE GENERAL
WASHINGTON NAVY YARD
1322 PATTERSON AVENUE SE SUITE 3000
WASHINGTON DC 20374-5066

IN REPLY REFER TO

5803
Ser 62/047
29 June 05

From: Assistant Deputy Judge Advocate General

Subj: PROFESSIONAL RESPONSIBILITY TRAINING MODULE (PRTM)

Ref: (a) JAG memo 5803 Ser 13/2PR11275.05A of 7 Apr 05

1. In reference (a), the Judge Advocate General (JAG) imposed a requirement that all attorneys and support personnel practicing under his cognizance complete the online Professional Responsibility Training Model (PRTM) no later than 30 September 2005. This memorandum provides specific guidance in support of this requirement for members of the reserve component.

2. Commanding Officers of all Law Program units, including VTU Law units, will report to Code 62 via their respective supervisory REDCOM SJA's completion of the PRTM program by all attorneys assigned to their units. REDCOM SJA's will report completion of the PRTM program for all other attorneys under their cognizance or within their areas of responsibility. Facilitation and monitoring of training for non-attorneys is under the supervisory attorney's cognizance and no further reporting is required for non-attorneys.

3. REDCOM SJA's and Reserve law unit Commanding Officers are requested to ensure maximum distribution of this information within their areas of responsibility. To ensure timely compliance and to ensure all personnel receive timely notification of the training requirement, all REDCOM SJA's will notify Code 62 **by August 1, 2005**, of the names of all attorneys under their cognizance for whom they will be reporting compliance. Reporting completed training must be done **no later than September 30, 2005**. No exceptions will be allowed, other than as noted below.

4. JAG has granted an extension of the training period to personnel who cannot access the program due to deployment. These personnel will have an additional 60 days after return from deployment to complete the training. Supervisory attorneys will monitor extensions and compliance.

5. The training module is available on the Navy Knowledge Online (NKO) website: <http://www.nko.navy.mil>. Go to <http://www.nko.navy.mil> and log in. New users can click on "NKO Registration" to get an NKO account.

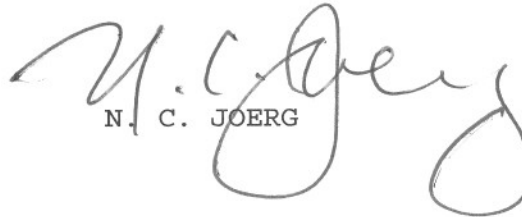
- Once logged in, on the blue menu on the left side of the screen, click on "Launch Navy E-Learning" under "Get Started."
- Once in Navy E-Learning, click on "Advanced Search" on the blue menu, under "Content."
- Type "JAG" under the "Course Title" block and click on "Search."

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- The only result should be "Navy JAG Professional Responsibility Certification Course." Click on the title of the course.
- On the screen showing details of the course, click on "Enroll Now" at the top of the screen.
- On the "My Enrollments" screen, click on "Launch" to the right of the course information.
- On the "Courseviewer" window, click on the course name.

6. Using the PRTM. The PRTM consists of a series of scenarios followed by questions. On any question screen, click on the "Scenario" button on the upper left side of the screen to review the scenario. You can also click on "Library" to access the Professional Responsibility instruction (JAGINST 5803.1C) or "PR Rules" to access all references used in the PRTM. Use the arrows on the lower left side of the screen to navigate through the training. The right arrow is the "Next" button. After each incorrect answer, the PRTM provides you a reason why the answer was wrong and directs you to the relevant rule or statute. After reviewing these materials, you get another opportunity to answer the question. This cycle continues until you answer the question correctly. Because you cannot complete the program without eventually answering all questions correctly, there is no minimum passing score for the PRTM.

7. Individuals with additional questions or concerns should contact CDR Ingrid M. Turner (Code 62) at 202-685-5216/DSN 325/ingrid.turner@navy.mil, LCDR Robinson at 703-604-8280/DSN 664/meredith.robinson@navy.mil or LT Furry at 703-604-8218/DSN 664/david.furry@navy.mil for assistance. I appreciate your cooperation in this matter.


N. C. JOERG

Distribution:
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