



U.S. ARMY

MPCCC (RC)



Phase II Distance Learning Instructions





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Outline



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- Certificate
- Troubleshooting
- Advisory – Outdated Versions



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Notice



- Phase II is a prerequisite to attend Phase III resident course at Fort Leonard Wood
- Students must complete Phase II in 11 months
- Students must complete Phase II not later than **two weeks prior** to Phase III report date
- Students who arrive at Fort Leonard Wood without their Phase II completed will be returned to their unit at the unit's expense
- If you know that you will not be able to complete Phase II prior to your report date, inform your unit to **cancel** your Phase III reservation to allow other students an opportunity to attend and reduce the potential of a no-show



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Registration



Students must first obtain a valid ATRRS reservation through unit channels.

ATRRS course information:

MILITARY POLICE CAPTAINS CAREER COURSE RESERVE COMPONENT (MPCCC-RC)

SCHOOL CODE: 191

COURSE NUMBER: 7-19-C23 (NS) (DL)

PHASE: 2 CLASS NUMBER: 400

Students will receive two emails from ATRRS (AATAM@atrrs.army.mil):

First Email:

“This email is to notify you that **an application has been submitted** on your behalf for the course listed above. If you have any questions in this matter please contact”

Second Email:

“This email is to notify you have received a **reservation** for the course above. If you have any questions in this matter please contact”



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Enrollment



After obtaining a valid ATRRS reservation, **students can access Common Core course material through via the Maneuver Support Center of Excellence Blackboard** using your CAC through the AKO portal or at the below link:

<https://mscoe.wood.army.mil>

Follow these steps:

- Once you reach your home page, select “courses”
- Browse the course catalog at the bottom of the course catalog box
- In the search box that says “name,” change the category to “ID”
- Type “MP-CCC” in the search box
- Click on “Search entire catalog”
- Press enter
- There is a grey drop-down arrow beside “191_7-19-C23-NS-DL_2021_400_02_A: MPCCC-RC FY21 PHASE 2 ” that says “Enroll”



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Course Material



Launch your course by clicking “Lessons” on the left hand side. Students must receive an 80% or higher on each exam and check each "reviewed" box to unlock the following module.* Once enrolled, students have 11 months to complete Phase 2 Distance Learning. MPCCC-RC POC's will monitor students' progress in Phase 2.

*Note: Student grades are maintained through Phases 1-3. IAW CATD ISAP published JULY 2020, any MPCCC student receiving academic honors must be a FIRST TIME GO on all evaluations, to include Distance Learning.

Phase II consists of the following modules:

- Module 1: Preparing for Command
- Module 2: Policing
- Module 3: Consequence Management
- Module 4: Mission Command



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Certificate



Blackboard will automatically generate a completion certificate once all course content has been satisfactorily completed and graded. Weekly, the academic program of record (DTMS) will be updated to reflect students who have completed Phase II. This action will result in an update in ATRRS. Students whose ATRRS record is not updated within 30 days of completion may contact the POC's to inquire as to status.

***Retain a copy of your course certificate to bring with you to Phase IV to avoid any verification issues!*

To retrieve your certificate:

- Click on "Lessons"
- Scroll down to bottom
- If all lessons have been marked "reviewed" and all tests have been completed with a score of 80% or higher, a folder marked "certificate" will appear. Click on that folder to view your completion certificate.



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Troubleshooting



Self Help:

https://www.blackboard.wood.army.mil/Images/MSCoE_quick_start_guideres.pdf

Compatibility View Settings:

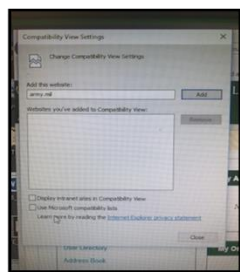
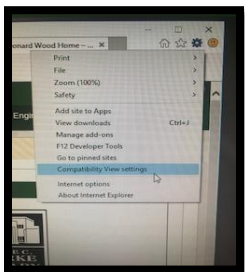
If you are unable to view content, double check the following common issues:

- Have you clicked “reviewed” on each lesson?
- Have you achieved an 80% or above on the exam from the previous lesson?

Compatibility View: are your settings correct? See below

Compatibility View Settings:

- Click on the gear box at the top right corner of your browser window and click on “Compatibility View Settings.”
- Ensure that all boxes are unchecked (Display internet sites in Compatibility View and Use Microsoft compatibility lists)
- Ensure there are no websites listed in the text box “Websites you’ve added to compatibility view.”
- Click close and refresh your browser



CONTACT THE HELPDESK

Lifelong Learning Center

Mon 0730-1630 CST

Tue-Fri 0730-2230 CST

Sat 0900-1700 CST

~excluding federal holidays~

TOLL FREE: (877)208-1229

LOCAL: (573)563-8171

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x.llc-help@mail.mil