

1. OPNAVINST 3120.32 (Series), "Standard Organization and Regulations of the U.S. Navy," Article 351 - Division Officer Responsibilities
2. Naval Institute Guide to Naval Writing: A Practical Manual
3. JSCOPE Homepage: <http://www.usafa.af.mil/jscope>
4. Naval Leadership, pp. 19-44, 83-84, 94-114 and 109-113
5. MCDP 1 (Warfighting), pp. 15-16 and 78-82
6. FMFM 1-0 (Leading Marines), pp. 1-52
7. Division Officer's Guide, Chapter 2

B. Student Text:

1. Naval Leadership, pp. 19-44, 83-84, 94-114 and 109-113
2. Division Officer's Guide, Chapter 2

III. Instructional Aids

- A. Course syllabus
- B. Chalkboard
- C. Instructor-prepared transparencies/overhead projector or PowerPoint slides/projection system
- D. Guest Speaker

IV. Suggested Methods and Procedures

- A. Method options
 1. Lecture
 2. Discussion
- B. Procedural and student activities: Students should understand that this and the following lessons should help them develop fundamentals of solid ethical decision-making and leadership application. The types of discussion and case studies still to follow do not always have a "right" answer. Instead, the final lessons