



# **Quarterdeck User Guide**

Version 1.0

Updated: April 1<sup>st</sup>, 2022

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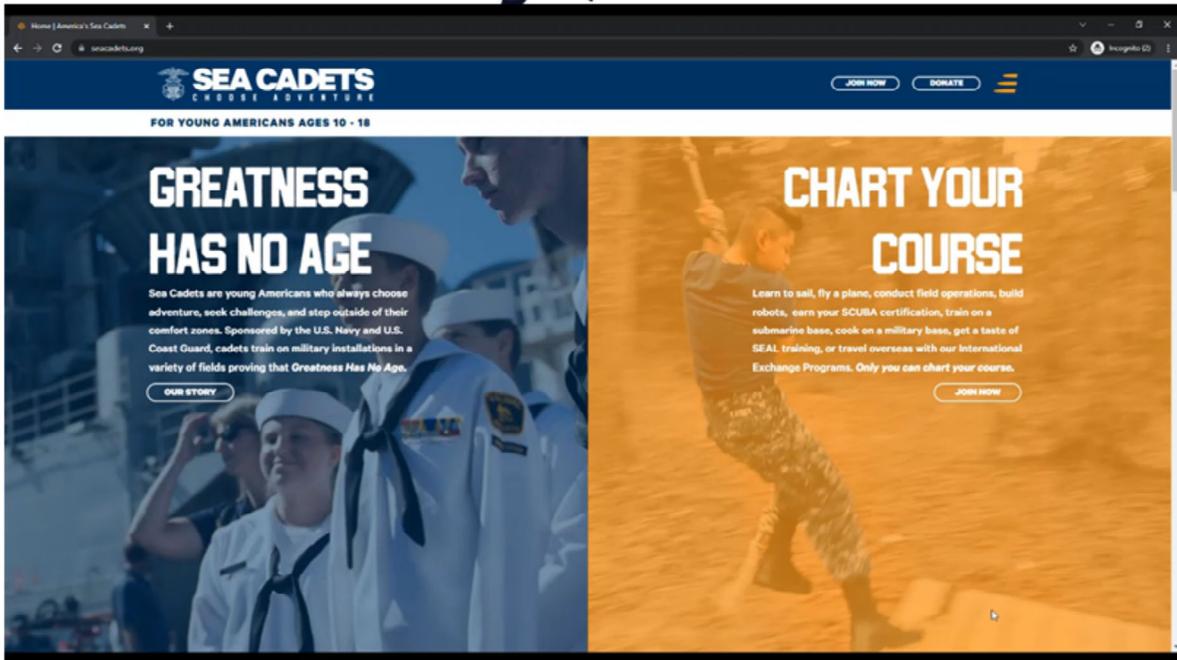
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# Accessing Quarterdeck



Video Link - <https://youtu.be/AjszrbWK7BI>

## How to sign into quarterdeck

1. Go to Seacadets.org
2. Select the menu button in the top right corner
3. Select login
4. Arrive at quarterdeck.seacadets.org

# Creating your Quarterdeck Log-in

https://test.dcs.usncc.com/Quarterdeck...  
 https://test.dcs.usncc.com/Quarterdeck\_TEST/secure/login.aspx

U.S. NAVAL  
SEA CADET CORPS  
CHART YOUR COURSE

Username:   
 Password:

LOGIN

Forgot Your Password?  
 Forgot Your Username?  
 First Time User? Click here to Register.

QUARTERDECK  
 United States Naval Sea Cadet Corps

**Video Link** – <https://youtu.be/SPwnArDXWq0>

**Creating your Quarterdeck Log-In** - For first-time users who haven't created a Quarterdeck Account

1. Select the "First Time User? Click Here to Register"
2. Once your role is selected, input the request information.
3. What you put in must reflect what is in Magellan.
  - a. Currently, only the primary contact of a cadet is able to create a parent profile
  - b. Your USNSCC ID Number is located on your ID card
4. Once all of your information has been entered, you can click submit.
5. You will then be emailed a temporary password. You will have 24 hours to log-in
6. On your first log-in you will be prompted to replace your temporary password with our own.

# Access Chart

ROLE	MAGELLAN	HOMEPORT	POLARIS	NEWS & INFO	MY OPTIONS	My Cadets	My Upcoming Trainings
PARENT		X		X	<ul style="list-style-type: none"> <li>• Profile</li> <li>• Family Contacts</li> <li>• Find my cadet</li> <li>• Find trainings</li> </ul>	x	x
CADET		X	X	X	<ul style="list-style-type: none"> <li>• Record Book</li> <li>• Ribbon Rack</li> </ul>		x
VOLUNTEER		X	X	X	<ul style="list-style-type: none"> <li>• Profile</li> <li>• Medical Info</li> <li>• Record Book</li> <li>• Ribbon Rack</li> <li>• Family Contacts</li> <li>• Find my cadet</li> <li>• Find trainings</li> <li>• Darkness to Light</li> </ul>	x*	x
AUTHORIZED USER	X	X	X	X	<ul style="list-style-type: none"> <li>• Profile</li> <li>• Medical Info</li> <li>• Record Book</li> <li>• Ribbon Rack</li> <li>• Family Contacts</li> <li>• Find my cadet</li> <li>• Find trainings</li> <li>• Darkness to Light</li> </ul>	x*	x

This chart breakdowns what will be accessible depending on your role in the program.

- **Magellan** - Our internal database housing all of our unit, training, and personnel information.
- **Homeport** - Repository holding all of our policies and resources for units such as recruiting or training.
  - \*As of March 29th, 2022, Homeport has since been moved behind Quarterdeck and will now require you log-in to access its files and resources\*
- **Polaris** - Learning Management System where cadets and volunteers take their online coursework.
- **News & Info** - Holds ways NHQ will communicate with your for your viewing later
- **My Option** - Actionable items for the user
- **My Cadets** - Exists if you, as an adult in the program, have a cadet attached to you, allowing you to see that cadet's profile as a parent.
  - If you have no cadets attached your profile, this section will not appear
- **My Upcoming Trainings** - This shows all trainings you and/or your cadets have applied for and your status in the application process.

# Cadet View

## MY USNSCC PROFILE

### Cadet Information



Ryan North, SN/AN  
Member Type: NSCC  
Joined Date: 04/22/2018  
Expiration Date: 07/30/2022

### Cadet Advancement Status

- Next Rank: PD3
- Time in Grade (TIG): ✘
- Time in Service (TIS): ✔
- Courses: ✔
- Exams: ✘
- Training: ✘
- Physical Readiness Test (PRT): ✔

### Unit Information

Unit: (000TEST) USNSCC TEST UNIT  
 Commanding Officer: LT Frederick Delacruz  
 Unit Phone: 888-888-8888  
 Unit Email: testunit@seacadets.org  
 Unit Website: www.seacadets.org  
 Meeting Address: U.S. NAVAL SEA CADET CORPS NATIONAL HQ  
 2300 WILSON BOULEVARD SUITE 200  
 ARLINGTON, VA 22201-5435  
 Drill Message: 2nd weekend of every month Saturday and  
 Sunday from 7:30 am to 4:00pm

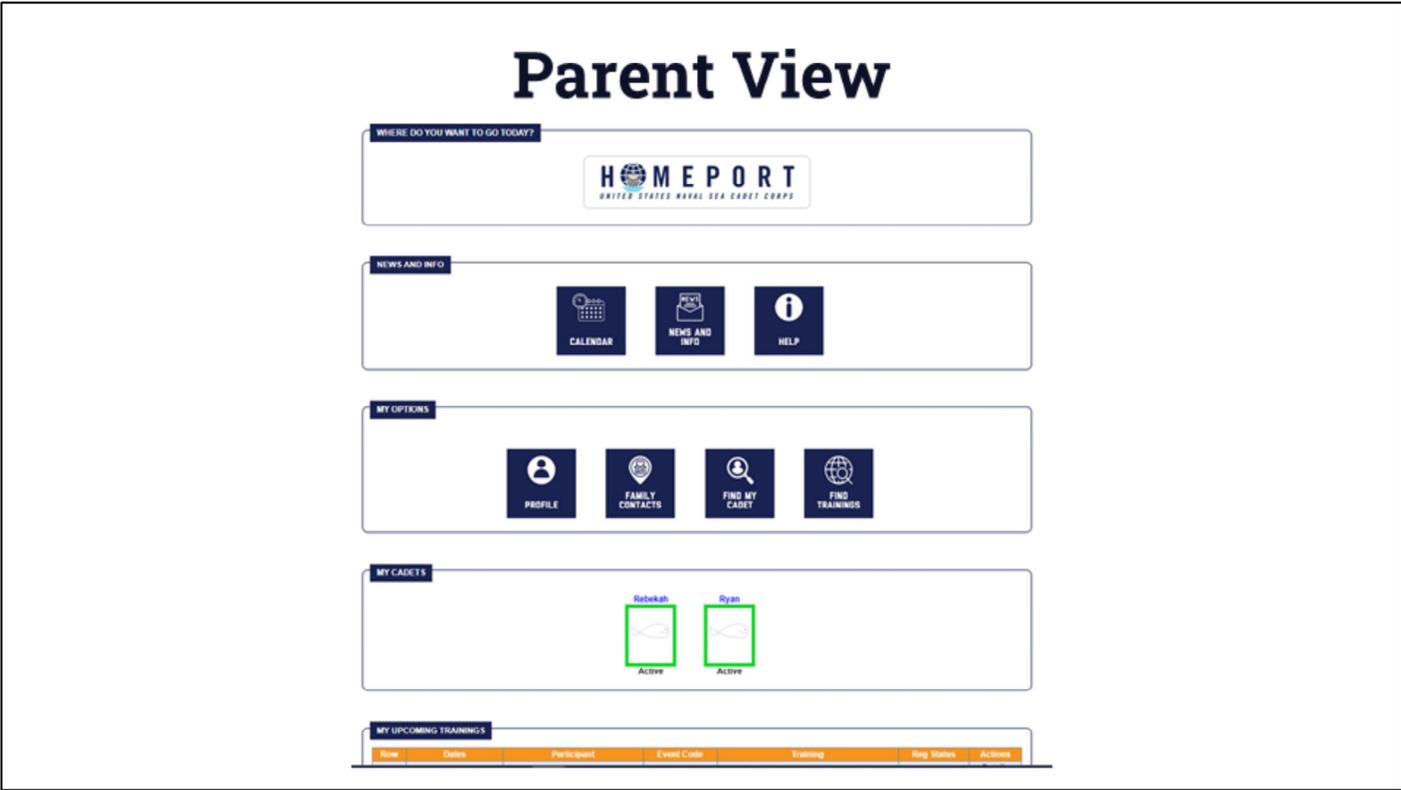
## MY ACTIONS



## MY UPCOMING TRAININGS

Row	Dates	Event Code	Training	Reg Status	Actions
1	04/01/22-04/30/22	RT-NA-2201	Navy Shore, NSCC Recruit Training	Confirmed	<a href="#">Details</a>

This is the page a cadet will see when they log-in.  
Further details are covered in a later section.



This is the page a parent (non-volunteer) will see when they log-in. Further details are covered in a later section.

# Volunteer View

**WHERE DO YOU WANT TO GO TODAY?**

  
HOMEPORT  
UNITED STATES NAVAL SEA CADET CORPS

  
POLARIS  
UNITED STATES NAVAL SEA CADET CORPS

**NEWS AND INFO**

  
CALENDAR

  
NEWS AND INFO

  
HELP

**MY OPTIONS**

  
PROFILE

  
MEDICAL INFO

  
RECORD BOOK  
( WEB )

  
RIBBON RACK

  
FIND MY CADET

  
FIND TRAININGS

1/16/2022  
12:00:00 AM

  
DARKNESS TO LIGHT

**MY UPCOMING TRAININGS**

NO UPCOMING EVENTS FOUND

This is the page a volunteer will see when they log-in.  
Further details are covered in a later section.

# Authorized Magellan User View

WHERE DO YOU WANT TO GO TODAY?



NEWS AND INFO



MY OPTIONS



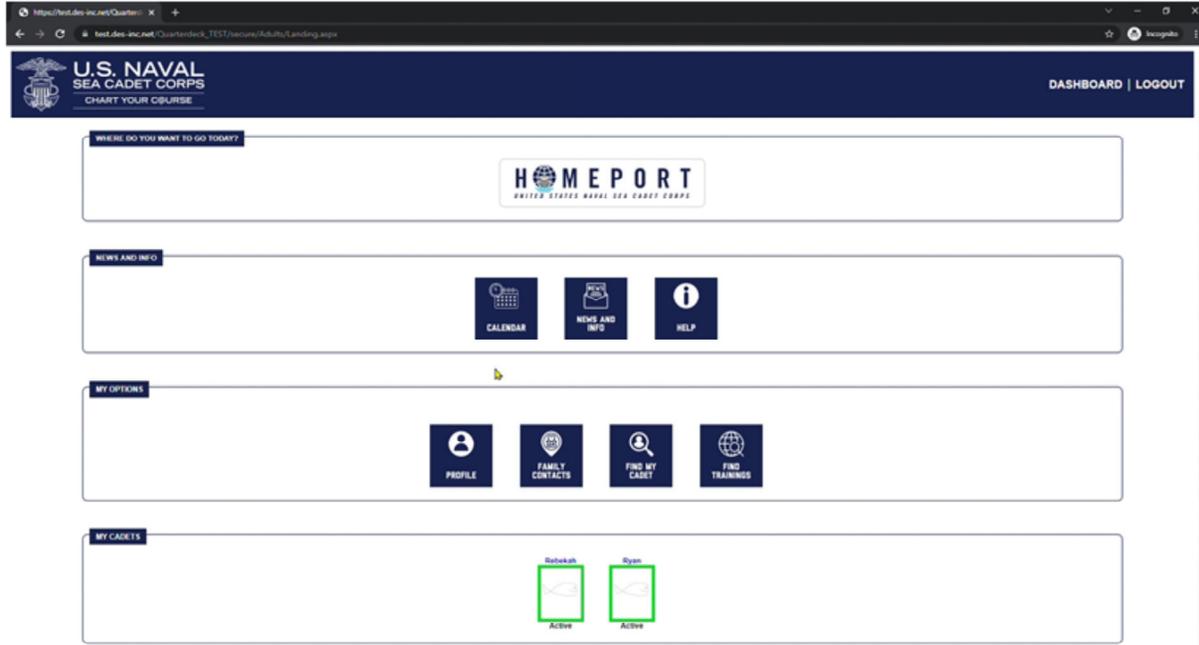
8/20/2021  
12:00:00 AM

MY UPCOMING TRAININGS

Row	Dates	Participant	Event Code	Training	Reg Status	Actions
1	03/25/22-03/27/22	[REDACTED]	N7-MO-2201	Leadership, COTC Training Session	Approved	<a href="#">Details</a>

This is the page a volunteer who is an authorized Magellan user will see when they log-in. Further details are covered in a later section.

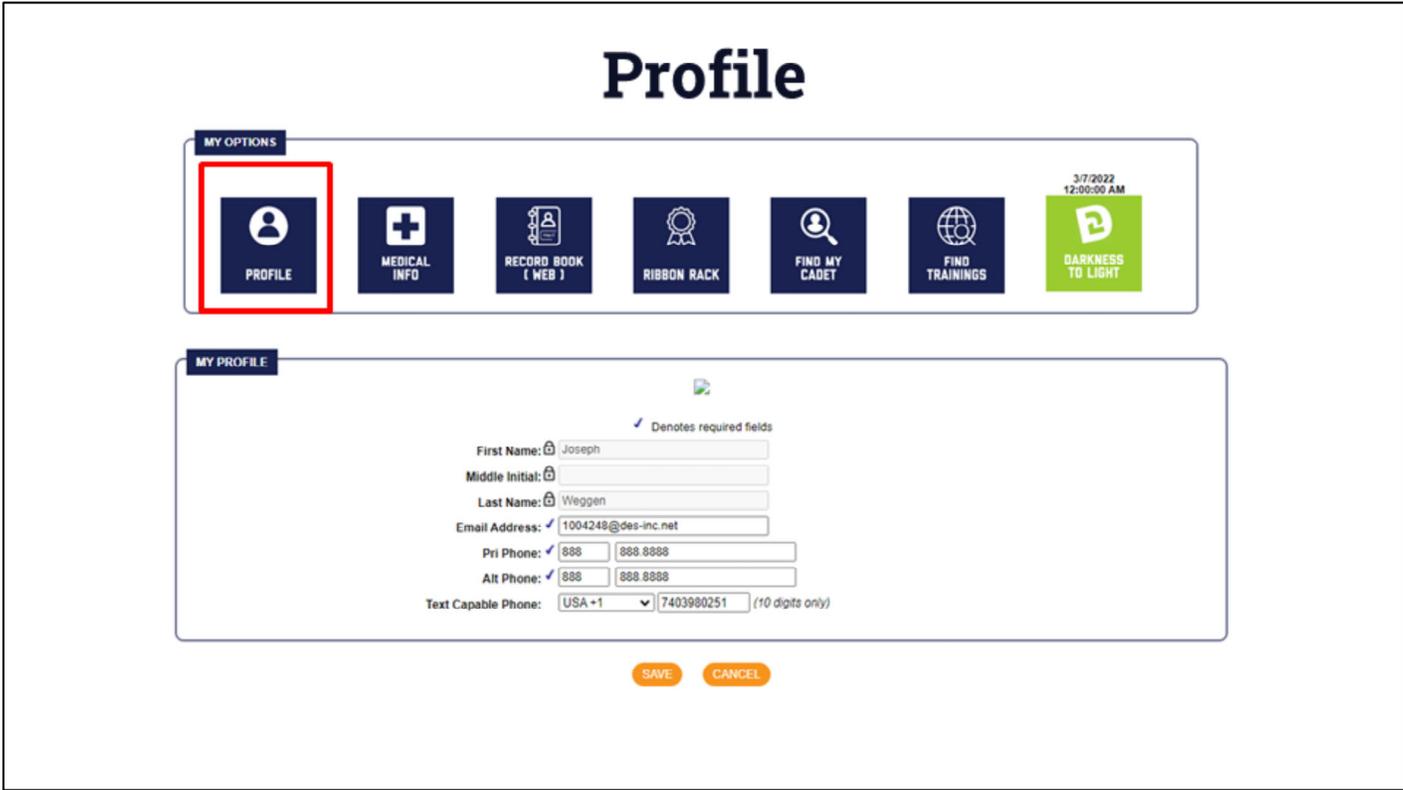
# News and Info



Video Link - [https://youtu.be/\\_ooPoxG-VKA](https://youtu.be/_ooPoxG-VKA)

## The News and Info Section:

- **Calendar** - National level events such as webinars, national deadlines, and any other national-level events and details.
- **News and Info** - Announcements from NHQ
- **Help** - Click here to submit any technical issues you are having with Quarterdeck, Magellan, or Polaris
  - Be sure to work with your chain of command first and give them time to respond before submitting a ticket.



**Profile Page - Volunteer and Parent View**

- Here, you can adjust your contact information as it is housed in Magellan.
- This will change where Magellan emails are sent.

# Medical Info

**MY OPTIONS**

  
 PROFILE

  
 MEDICAL INFO

  
 RECORD BOOK  
( WEB )

  
 RIBBON RACK

  
 FIND MY  
 CABET

  
 FIND  
 TRAININGS

  
 DARKNESS  
 TO LIGHT

3/7/2022  
12:00:00 AM

**MEDICAL INSURANCE INFORMATION**

✓ = required field

NOTE: If you do not have medical insurance, please enter NONE in the Medical Insurance Provider Name, Policy Number, Phone, and Address fields.

Medical Insurance Provider Name ✓

Medical Insurance Policy Number ✓

Medical Insurance Provider Phone ✓

Medical Insurance Provider Address ✓

Insurance Card Front None on File  No file chosen

Insurance Card Back None on File  No file chosen

### Medical Information - Volunteer View

- Normally asked on forms, now housed here.
- If you do not have insurance, you may just enter none into the section.

# Record Book

MY OPTIONS



PROFILE



MEDICAL INFO



RECORD BOOK (WEB)



RIBBON RACK



FIND MY CADET



FIND TRAININGS

3/7/2022  
12:00:00 AM



DARKNESS TO LIGHT

Adult Record Book

Name: Joseph H Wieggen  
Current Rank: SAHQ STAFF  
Birthdate: 11/30/1992  
Gender: M  
Joined Date: 11/15/2021  
Unit: U.S. NAVAL SEA CADET CORPS NATIONAL HEADQUARTERS

[BACK TO DASHBOARD](#)

TIS History	
DATE	DESCRIPTION
11/15/2021	JOINED PROGRAM

Rank History		
Promoted	Rank	Authority
11/15/2021	INST	

Award History					
Award	Device	EarnedDate	IssuedDate	Notes	Authority

Community Service History					
Date	Organization	Service	Hours	Notes	Authority

## Record Book - Volunteers' page and Cadet's

- Pulls information from Magellan.
- If a training, course, or other information does not populate here, it is not in Magellan. You will need to follow up with the chain of command to resolve any issues.

# Ribbon Rack

MY OPTIONS

PROFILE

MEDICAL INFO

RECORD BOOK ( WEB )

RIBBON RACK

FIND MY CADET

FIND TRAININGS

3/7/2022 12:00:00 AM

DARKNESS TO LIGHT

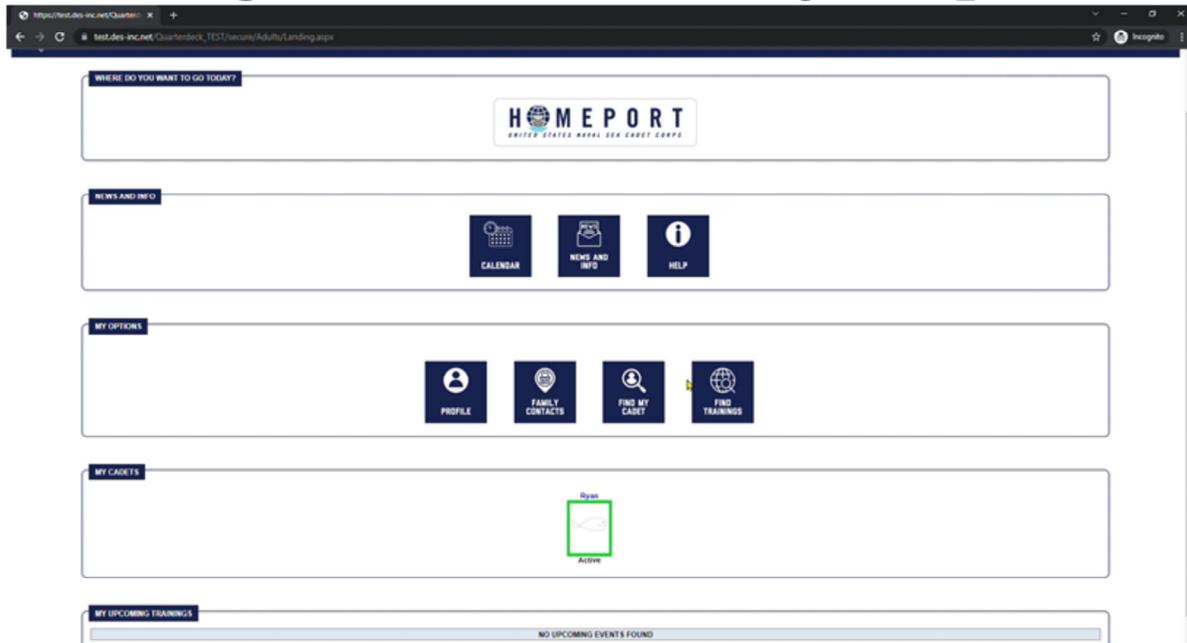
U.S. NAVAL  
SEA CADET CORPS  
CHART YOUR COURSE

DASHBOARD | LOGOUT

## Ribbon Rack Book - Volunteers' page and Cadet's

- Pulls information from Magellan.
- If a ribbon or appurtenance is not shown here, it is not in Magellan. You will need to follow up with the chain of command to resolve any issues.

# Adding another cadet to your profile



**Video Link -** <https://youtu.be/FK6C6tz2AdU>

## Adding a Cadet to your Profile:

- This applies whether it is your first cadet or any other additional cadet
1. Click “Find my Cadet”
  2. Fill in the requested information
    - a. What you put in must reflect what is in Magellan.
    - b. Currently, only the primary contact of a cadet is able to create a parent profile
    - c. Your USNSCC ID Number is located on your ID card
  3. Click “Attach cadet”

# Parent's View of a Cadet Page

**CADET USNSCC PROFILE**

<p><b>Cadet information</b></p>  <p>Ryan North, SNJAN Member Type: NSCC Joined Date: 04/22/2018 Expiration Date: 07/30/2022</p>	<p><b>Cadet Advancement Status</b></p> <p>Next Rank: PO3 Time in Grade (TIG): <span style="color: red;">✖</span> Time in Service (TIS): <span style="color: green;">✔</span> Courses: <span style="color: green;">✔</span> Exams: <span style="color: red;">✖</span> Training: <span style="color: red;">✖</span> Physical Readiness Test (PRT): <span style="color: green;">✔</span></p>	<p><b>Unit information</b></p> <p>Unit: (000TEST) USNSCC TEST UNIT Commanding Officer: LT Frederick Delacruz Unit Phone: 888-888 8888 Unit Email: testunit@uscadets.org Unit Website: www.uscadets.org Meeting Address: U.S. NAVAL SEA CADET CORPS NATIONAL HQ 2300 WILSON BOULEVARD SUITE 200 ARLINGTON, VA 22201-5435 Drill Message: 2nd weekend of every month Saturday and Sunday from 7:30 am to 4:00pm</p>
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**CADET SERVICE JACKET**

  
 RECORD BOOK  
( WEB )

  
 RIBBON RACK

**PARENT ACTIONS**

<div style="border: 1px solid black; padding: 2px; font-size: 8px;">                     3/21/2022 12:11:40 PM                 </div> <div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       PROFILE                 </div>	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">                     3/21/2022 10:10:18 AM                 </div> <div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       MEDICAL INFO                 </div>	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">                     3/20/2022 2:32:51 PM                 </div> <div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       HEALTH HISTORY                 </div>	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">                     3/21/2022 10:51:28 AM                 </div> <div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       OVER-THE-COUNTER MEDICATION                 </div>	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">                     3/21/2022 6:46:02 PM                 </div> <div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       PRESCRIPTION MEDICATIONS                 </div>	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">                     3/21/2022 10:51:58 AM                 </div> <div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       ALLERGIES                 </div>	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">                     3/21/2022 10:52:24 AM                 </div> <div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       AGREEMENTS                 </div>	<div style="border: 1px solid black; padding: 5px; background-color: #2c3e50; color: white; text-align: center; width: 40px; height: 40px;">                       FIND TRAININGS                 </div>
--	---	--	--	--	---	---	---

**CADET UPCOMING TRAININGS**

Row	Dates	Event Code	Training	Reg Status	Actions
1	04/01/22-04/30/22	RT-NA-2201	Navy Shore NSCC Recruit Training	Confirmed	<a href="#">Details</a>

## Parent's View of their Cadet's Page:

As a parent, you can see everything your cadet sees, other than Polaris.

You will also see Parent actions:

- Covered in a later section
- The timestamp notes the last time the information has been updated. If no timestamp exists, then it has not been entered and saved yet.
- All medical data is safely encrypted and secured on our site and only accessible to:
  - The Commanding Officer and anyone they have designated
  - Any COTC and their designee whose training the cadet has applied to

# Profile

PARENT ACTIONS



PROFILE



MEDICAL INFO



HEALTH HISTORY



OVER-THE-COUNTER MEDICATIONS



PRESCRIPTION MEDICATIONS



ALLERGIES



AGREEMENTS



FIND TRAININGS

ryan mason, parent

CADET PROFILE

First Name: ✓ Ryan

Middle Initial: ✓

Last Name: ✓ North

Gender: ✓  Male  Female

Primary Phone: ✓ 888  8888888 (Area code) (7 digit number)

Cell Phone: 888  8888888 (Area code) (7 digit number)

Email: ✓ ED1788FB@seacadets.org

Home Address 1: ✓ 2300 Wilson Blvd

Home Address 2:

Home City:  Arlington

Home State: ✓ VA

Home Zip Code: ✓ 12345-6789

Home Country: ✓ United States

Full Time Student: ✓  Yes  No

Grade: 9th

School Name: The Usnscc School

School Address:

School GPA: 3.50

### Cadet's Profile:

- Similar to the parent and volunteer profile page, here is where a parent can edit their cadet's contact information, address, and school information.
- Changing the email address will change where their Magellan emails will be sent.



**Cadet’s Medical Information:**

- **Insurance information** - If you do not have any insurance, you may enter none in the respective fields.
- **Medical Provider Information**
- **Medical History** - Here is where you will upload your cadet’s most recent physical exam and immunizations record and report your required immunizations
- **Americans with Disabilities Act** - After receiving approval through the chain of command, you will upload an approved ADA accommodation form that is applicable.

This information will be available for the Commanding Officer of Training Contingents to view before approving cadets for training.

# Health History

**PARENT ACTIONS**

- 3/21/2022 12:11:40 PM **PROFILE**
- 3/21/2022 10:10:10 AM **MEDICAL INFO**
- 3/20/2022 2:32:57 PM **HEALTH HISTORY**
- 3/21/2022 10:51:20 AM **PHYSICIAN-COUNTER MEDICATIONS**
- 3/21/2022 6:48:02 PM **PRESCRIPTION MEDICATIONS**
- 3/21/2022 10:51:55 AM **ALLERGIES**
- 3/21/2022 10:52:24 AM **AGREEMENTS**
- FIND TRAININGS**

**CADET HEALTH HISTORY**

Condition	Yes	No	Remarks
Tuberculosis or live with someone with tuberculosis	<input type="radio"/>	<input checked="" type="radio"/>	
Chronic or recurrent abdominal or stomach pain	<input type="radio"/>	<input checked="" type="radio"/>	
Asthma or breathing problems related to exercise, pollen, etc.	<input type="radio"/>	<input checked="" type="radio"/>	
Been prescribed or use an inhaler	<input type="radio"/>	<input checked="" type="radio"/>	
Loss of vision in either eye	<input type="radio"/>	<input checked="" type="radio"/>	
Loss of hearing or wear a hearing aid	<input type="radio"/>	<input checked="" type="radio"/>	
Impaired use of arms, legs, hands, feet	<input type="radio"/>	<input checked="" type="radio"/>	
Knee problems	<input type="radio"/>	<input checked="" type="radio"/>	
Broken bone(s) (cracked or fractured)	<input type="radio"/>	<input checked="" type="radio"/>	
Diabetes	<input type="radio"/>	<input checked="" type="radio"/>	
Anemia (including sickle cell)	<input type="radio"/>	<input checked="" type="radio"/>	
Dizziness or fainting spells (including after exercise)	<input type="radio"/>	<input checked="" type="radio"/>	
Frequent or severe headaches	<input type="radio"/>	<input checked="" type="radio"/>	
Head injury or concussion	<input type="radio"/>	<input checked="" type="radio"/>	
Seizures, convulsions, epilepsy, or fits	<input type="radio"/>	<input checked="" type="radio"/>	
Car, train, sea, and/or air sickness	<input type="radio"/>	<input checked="" type="radio"/>	
A period of unconsciousness	<input type="radio"/>	<input checked="" type="radio"/>	
Heart trouble or murmur	<input type="radio"/>	<input checked="" type="radio"/>	
Received counseling for emotional or behavior disorder	<input type="radio"/>	<input checked="" type="radio"/>	
Eating disorder (bulimia, anorexia)	<input type="radio"/>	<input checked="" type="radio"/>	
Sleepwalking	<input type="radio"/>	<input checked="" type="radio"/>	
Bedwetting	<input type="radio"/>	<input checked="" type="radio"/>	
Been hospitalized	<input type="radio"/>	<input checked="" type="radio"/>	(If yes, why, when, where)
Any illness or injury not mentioned above	<input type="radio"/>	<input checked="" type="radio"/>	(If yes, explain)
Advised to avoid certain physical activities	<input type="radio"/>	<input checked="" type="radio"/>	(If yes, explain)

**Medical History:**

- Be sure to report any illness or medical condition that would otherwise prevent your cadet from participating.
- In the remarks section, please put information including frequency, dates, or other relevant information for the safety of your cadet.

# OTC Medications

PARENT ACTIONS

P

3/21/2022  
12:11:40 PM

PROFILE

+

3/21/2022  
10:10:10 AM

MEDICAL  
INFO

⚕

3/20/2022  
2:32:57 PM

HEALTH  
HISTORY

P

3/21/2022  
10:51:20 AM

OVER-THE-COUNTER  
MEDICATIONS

P

3/21/2022  
6:48:02 PM

PRESCRIPTION  
MEDICATIONS

A

3/21/2022  
10:51:55 AM

ALLERGIES

A

3/21/2022  
10:52:24 AM

AGREEMENTS

G

FIND  
TRAININGS

Hazel Welch, 01946

CADET OVER THE COUNTER MEDICATION LIST

THE FOLLOWING MEDICATIONS MUST BE ADMINISTERED BY OUR STAFF WHEN REQUESTED.

1. Allergies:	Benadryl
2. Colds:	Cough Medicine (Robitussin DM, Dimetane, etc.), Throat/Cough Drops (Chloraseptic, Halls, etc.), Decongestant (Sudafed, etc.)
3. Constipation:	Mix of Magnesia, Dulcolax, Ex-Lax, or Squibb Suppository
4. Cuts and Scrapes:	Bactroban ointment, Betadine, Neosporin ointment
5. Diarrhea:	Pepto Bismol, Imodium, Imodium A2, etc.
6. Headache:	Tylenol or Ibuprofen (Strom, Advil, Aleve)
7. Indigestion:	Carafem, Carafem (Zantac, Nexium, etc.)
8. Nausea/Vomiting:	Carafem (Zantac or Carafem Lotion)
9. Bee/Wasp Stings:	Diphenhydramine, Benadryl, etc.
10. Sprains:	Acetaminophen, Tylenol or Ibuprofen (Strom, Advil, Aleve)
11. Burns:	Carafem Lotion, Topical Lidocaine Spray or Aloe Vera Gel
12. Wounds:	Bactroban ointment, Betadine, Neosporin Ointment

Other medications not listed above may be administered if so recommended by qualified medical staff.  
Parents will be contacted directly when over the counter medications need to be administered during unit drills.

Do you, the parent identified above, have my permission to take any over the counter medications in accordance with label instructions as needed with the EXCEPTION of the following:

Do you, the parent identified above, have my permission to take any over the counter medications:

Over The Counter Medication Exception	Remarks (optional)

CADET OVER THE COUNTER MEDICATION ACKNOWLEDGMENTS

OTHER THE COUNTER MEDICATION ADMINISTRATION POLICY

I understand that all medications will be administered to the cadet based on dosing instructions on the medication bottle/package. In no instance will cadets be allowed to self-medicate with any over the counter medication. [Acknowledge](#)

MEDICAL PROVIDER SUPERVISOR POLICY

I understand and consent that these written instructions may be superseded if, in the opinion of a medical provider, not doing so would place the cadet in a medically compromised condition. [Acknowledge](#)

OVER THE COUNTER MEDICATION EXEMPTIONS

I understand that if I do not want my child to be administered over the counter medications, or certain medications concurrent with other medications, I must specify those medications or write, "Do not medicate my child with any over the counter medications" [Acknowledge](#)

INFORMED CONSENT AND RELEASE

I certify that, to the best of my knowledge, the information provided is true and accurate and I have discussed all pertinent medical history. Furthermore, I authorize the Naval Sea Cadet Corps, its agents, officials, and training staff members, to dispense medication listed on this authorization. I "hold harmless" the Naval Sea Cadet Corps from any and all liability, actions, or causes of action for damages or injury that may arise, directly or indirectly, from my child's use of medication while participating in Naval Sea Cadet Corps activities. I understand that training staff members may not be medical professionals and that medication will be dispensed according to the manufacturer's instructions and/or the instructions I provided on this authorization. [Acknowledge](#)

## OTC Medications:

- Select whether we can administer the above indicated over the counter medication at training
- Input any OTC medications you do not want the cadet to take if you are allowing us to administer some of them.

# Rx Medication

**PARENT ACTIONS**

3/21/2022  
12:11:40 PM



PROFILE

3/21/2022  
10:10:10 AM



MEDICAL INFO

3/20/2022  
2:32:57 PM



HEALTH HISTORY

3/21/2022  
10:51:20 AM



OVER-THE-COUNTER MEDICATIONS

3/21/2022  
6:46:02 PM



PRESCRIPTION MEDICATIONS

3/21/2022  
10:51:55 AM



ALLERGIES

3/21/2022  
10:52:24 AM



AGREEMENTS



FIND TRAININGS

Ryan North, SNIAN

[ADD MEDICATION](#)

**PRESCRIPTION MEDICATIONS LIST**

Yes, the minor identified above 'DOES' take prescription medications that may need to be administered by the Naval Sea Cadet Corps.  
 No, the minor identified above 'DOES NOT' take any prescription medications that may need to be administered by the Naval Sea Cadet Corps.

Row	Medication Name	Strength	Frequency and Dosage	Reason	Actions
1	Allergy Medicine	5mg	As Needed, as Labeled	Allergies	<a href="#">Details</a>   <a href="#">Edit</a>   <a href="#">Delete</a>

**NSCADM001 Pages 7 & 8 Upload**

Approved NSCADM001 pages 7 & 8: None on File Browse... No file selected.

**PRESCRIPTION MEDICATIONS ACKNOWLEDGEMENTS**

**AUTHORIZATION AND RELEASE**

I certify that, to the best of my knowledge, the information provided is true and accurate and I have disclosed all pertinent medical history. Furthermore, I authorize the Naval Sea Cadet Corps, its agents, officials, and training staff members, to dispense medication listed on this Authorization. I "Hold Harmless" the Naval Sea Cadet Corps from any and all liability, actions, or causes of action for damages or injury that may arise, directly or indirectly, from my child's use of medication while participating in Naval Sea Cadet Corps Activities. I understand that training staff members may not be medical professionals and that medication will be dispensed according to the manufacturer's instructions and/or the instructions I provided on this authorization.

Acknowledge

[SAVE](#) [CANCEL](#)

**Prescription Medication:**

- Information on this page will be shared with COTCs so they can ensure the proper administration of medication
- Approved NSCADM 001 Pages 7 and 8 upload here (OTC , Parent and CO signature reqd, RX parent and Medical provider and CO signature)



# Agreements

**PARENT ACTIONS**

3/21/2022 12:14:40 PM PROFILE	3/21/2022 10:10:10 AM MEDICAL INFO	3/20/2022 2:32:37 PM HEALTH HISTORY	3/21/2022 10:51:20 AM OVER-THE-COUNTER MEDICATIONS	3/21/2022 5:48:02 PM PRESCRIPTION MEDICATIONS	3/21/2022 10:51:55 AM ALLERGIES	3/21/2022 10:52:24 AM AGREEMENTS	FIND TRAININGS
-------------------------------------	--	---	--	---	---------------------------------------	--	----------------

Please check the Acknowledge checkbox for each subsection and then electronically sign the document on the bottom of page.

**PARENTAL CONSENT AND ACKNOWLEDGEMENTS**

**PHOTO CONSENT**

U.S. Naval Sea Cadet Corps may encounter the news media, video and film crews, or photographers hired by U.S. Naval Sea Cadet Corps for the purpose of taking promotional or publicity photographs, video or film. There is a possibility that cadets and adults attending programs will be photographed. I/We give my consent to authorize U.S. Naval Sea Cadet Corps of the U.S. Navy League Corps, or any entity or person authorized or designated by them the use and reproduction of any and all photographs, video or film taken of the person named as the subject of this application during cadet training or related activities. I/We understand there will be no compensation to me. All negative and positives, together with said prints, video or film are the property of U.S. Naval Sea Cadet Corps of the U.S. Navy League Corps in the entity or person authorized or designated by it, solely and completely. I/We also waive any right to inspect or approve any photo, video or film taken during said training or related activities. I/We affirmatively release and discharge U.S. Naval Sea Cadet Corps of the U.S. Navy League Corps from responsibility for any distortion or manipulation, whether intentional or otherwise, of photos, video or film taken of my/our child while a participant in U.S. Naval Sea Cadet Corps Program.

I hereby agree with the above stated Photo Consent.

I DO NOT agree with the above stated Photo Consent for the reason of: \_\_\_\_\_

Acknowledge

**PARENT/LEGAL GUARDIAN AGREEMENT & CONFIRMATION**

I hereby consent to my child/ward enrolling in the U.S. Naval Sea Cadet Corps (USNSCC). I understand that the USNSCC is regulated along military lines, that USNSCC regulations govern my child/ward's membership, and that violation of said regulations may result in my child/ward's discharge from the USNSCC. I will ensure that my child/ward abides by all regulations and lawful orders from superior officers and cadets. I certify that, to the best of my knowledge, he/she is physically and mentally fit to take part in rigorous activities. I have disclosed all physical/medical/ability limitations, and he/she is not suffering from any communicable disease. I further agree to be responsible for the value of any uniforms and/or equipment loaned/heretofore, reasonable wear and tear expected. I understand that such uniforms or equipment shall remain the property of the USNSCC while on loan, and I agree to return them when my child/ward ceases to serve as a cadet, or at any other time upon request of a USNSCC officer or other authorized agent. I have been briefed on the USNSCC medical insurance plan. I am aware this is an accident/illness "excess" policy and that the limit of the policy is a total of \$25,000 for all accidental benefits/\$5,000 for illness with no deductibles. I understand that my personal medical insurance is the primary policy, but in the event that I do not have insurance and/or the USNSCC policy limits are exhausted, I understand that I am responsible for all medical payments above \$25,000 for accidents/\$5,000 for illnesses. I also understand that payment of enrollment fees will be required ANNUALLY, and payment of uniform fees may be required upon enrollment. I agree, on my child/ward's behalf, that he/she will be bound by all USNSCC regulations, policies, and amendments thereto that govern her/his membership and conduct. I further waive any right to challenge in any way any determination made by the USNSCC regarding my child/ward's continuance of membership in the USNSCC should he/she violate said regulations.

Acknowledge

**STANDARD RELEASE**

I, being the parent/legal guardian of a member of the USNSCC, in consideration of her/his acceptance and continuance of membership in the USNSCC, hereby release from any and all claims, demands, actions, or causes of action due to death, injury or illness the following: (1) the government of the United States of America and all its departments and agencies; (2) any jurisdiction (state, county, city, town, district or other political subdivision) where official USNSCC activities take place; (3) the Navy League of the United States; (4) any organization or association, public or private, that sponsors USNSCC activities; (5) the USNSCC; (6) all officers, representatives, and agents, acting officially or otherwise of the previously mentioned jurisdictions, organizations, and associations; I hereby acknowledge that I have received and reviewed the AIG Excess Special Risk Insurance Endorsement (Policy SRO 915266) and the Cincinnati Indemnity Company Liability Policy Certificate (Policy EHP005649, et al.) for the U.S. Naval Sea Cadet Corps & affiliated councils within the USA and its territories or possessions. I hereby consent to the examination and treatment of my child/ward by the medical facilities of the Department of Defense (DOD), U.S. Coast Guard (USCG), National Oceanographic and Atmospheric Administration (NOAA), U.S. Public Health Service (USPHS), or civilian physicians/medical facilities to determine physical status for participation in the USNSCC. Further authority, as may be required, treatment in said facilities in the event of any illness or accident arising aboard DOD, USCG, or NOAA facilities or vessels, or during other authorized USNSCC activities. This consent includes any medical, anesthetic, or surgical treatment or hospital services rendered under the general and/or special instructions of the attending physician or other physicians assigned her/his care. This consent does not include major surgery unless, in the medical opinion of two physicians, it is reasonably necessary to save life, or where second opinions are similarly impracticable the consent of other physicians may be included. I also grant permission for my child/ward to be transported as a passenger on military aircraft, vessels and vehicles. I consent to my child/ward being videotaped and/or photographed and to permit the reproduction and/or publication of same, or of any other videotapes or photographs by any photographic facility of the Department of Defense/Coast Guard or by the Navy League of the United States, its regional organization or local councils, or other sponsoring organization, or by the USNSCC or its divisions, or to their use in connection with educational programs or activities of the said organizations, and I further assign to the said organizations all right, title and interest in the above described videotape recordings or photographs for any further use. This standard release shall remain in effect for the duration of my child/ward's membership in the USNSCC. I also give my permission for facilities of this release to be made, and when presented by an authorized official of the USNSCC, DOD, USCG, NOAA, shall be considered as valid as the original signed by me.

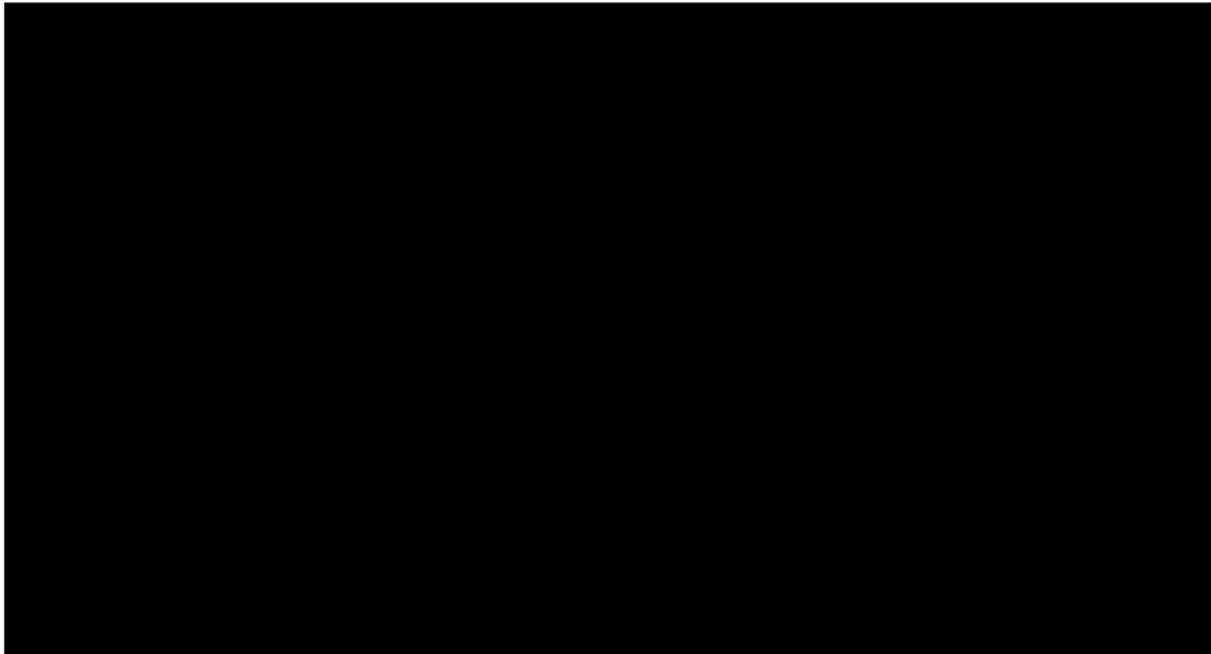
Acknowledge

**ACKNOWLEDGE AND SAVE**

## Agreements:

- Confirmation of various Sea Cadet-related agreements.
- All of these agreements were previously located on enrollment documents.
- After acknowledging, you will enter your password to validate submission.
- We will capture your IP address at the time to refer to if there is a dispute regarding the approval of this information.

# How to sign up for training



**Video Link -** <https://youtu.be/f9THQeAgN0Q>

## **How to sign up for a training:**

1. Click “Find Trainings”
2. Select the training you or your cadet would like to attend
3. Select apply by the cadet’s name
4. If you are ineligible to attend, it will list the reason
5. Please contact your chain of command if you have any questions regarding this
6. Verify and or enter the information for each of the required forms
  - a. After you update this the first time, it will auto-populate for all future uses and only need to be reviewed.
7. Once everything has been completed, click “continue”
8. Acknowledge the statements on the following page, then click “register”
  - a. This will be changed to “applied” in future versions

Your cadet is now signed up for training, you can the training has been added to the “Upcoming Trainings” section of your Quarterdeck Dashboard

## Training Statuses

Status	Description	Action by
Applied	Parent finds and applies for the training	Parent
Submitted	CO approved and submits an application to COTC	CO
Confirmed	COTC confirms the member can participate in the training	COTC
Approved	Parent has sent and COTC has input the money for training	COTC and Parent
Declined	CO or COTC reject the application, the member is not admitted to the training.	CO or COTC

### **Training Statuses:**

Here are the different statuses that can be shown regarding the training application process.



**Video Link** – <https://youtu.be/IHmz4QLOx2c>

**To review and submit training requests:**

1. Select Training Request on the left of the top menu
2. Select the training you will be approving and denying cadets for
3. Select yes or no for each cadet
  - a. A status update email will be sent to the parent and the cadet regarding the decision.
  - b. If you select no, you must provide a reason in the remarks section.
4. Click the “Save” button

COs will have the ability to see cadets a cadets training profile during the app

Only CO and CO access will be able to submit and decline training requests.

# General Access View

Level: **Unit**

Home
Unit Mgmt
- Adult Billets
- Adult Promotion Matrix
- Adults
- Annual Inspection
- Approval Requests
- Authorized Users
- Batch Awards
- Cadet Billets
- Cadet Promotion Matrix
- Cadets
- Data Entry
- Mass Entry Tasks
- Promotional Materials
- PRT Imports
- Recurring Tasks
- Referrals
- Survey Activations
- Three For Free Credits
- Unit Contacts
- Unit Demographics
- Unit Invoices
- Unit Sea Count
- Unit Sponsors
- <b>Upcoming Trainings</b>
- VESK Activities
- VESK Reports

UNIT UPCOMING TRAININGS											
Row	Dates	Participant Type	Participant	Event Code	Training	Applied/Registered	CO Submit/Decline	COTC Confirm/Decline	COTC Approved	Terminated	Reg Status
1	03/04/22 - 04/03/22	Cadet	Brittney Hines, PO2	MD-FL-2203V	Medical, Drug Education/DEFY/DARE		Registered 02 Mar 22 14:35	Confirmed 02 Mar 22 14:36	Approved 02 Mar 22 14:36		Approved
2	03/04/22 - 04/03/22	Cadet	Benjamin Inby, SA/JAA	MD-FL-2203V	Medical, Drug Education/DEFY/DARE		Registered 11 Feb 22 16:20	Confirmed 11 Feb 22 19:02	Approved 11 Feb 22 19:02		Approved
3	03/13/22 - 05/22/22	Adult	Teresa Presnell, LT	RX-NA-2201V	Navy Shore, Other		Registered 18 Feb 22 12:48	Confirmed 18 Feb 22 12:48	Approved 18 Feb 22 12:48		Approved
4	04/01/22 - 04/30/22	Adult	Frederick Delacruz, LT	RT-NA-2201	Navy Shore, NSCC Recruit Training		Registered 21 Mar 22 10:34	Confirmed 21 Mar 22 10:34	Approved 21 Mar 22 10:34		Approved
5	04/01/22 - 04/30/22	Cadet	Ryan North, SN/AN	RT-NA-2201	Navy Shore, NSCC Recruit Training	Applied 21 Mar 22 10:53	Submitted 21 Mar 22 17:09				Submitted
6	04/03/22 - 04/03/22	Adult	Frederick Delacruz, LT	NS-VA-2102	Adult Leadership, Other		Registered 07 Oct 21 17:02	Confirmed 10 Oct 21 06:46	Approved 10 Oct 21 06:46		Approved
7	04/03/22 - 04/03/22	Adult	Adam Hart, Auxiliary	NS-VA-2102	Adult Leadership, Other		Registered 23 Feb 22 14:57	Confirmed 04 Mar 22 11:00	Approved 04 Mar 22 11:00		Approved
8	04/03/22 - 04/03/22	Adult	Teresa Presnell, LT	NS-VA-2102	Adult Leadership, Other		Registered 11 Nov 21 20:38	Confirmed 11 Nov 21 20:40	Approved 11 Nov 21 20:40		Approved
9	06/14/22 - 06/17/22	Cadet	Alexander Adams, APC/LC2	LK-VA-2201	NLCC, Stem/Seaperch/Robotic/Cyber	Applied 16 Mar 22 16:10	Declined 16 Mar 22 16:11				Request Declined

## Unit Access to see cadets and adults applied to trainings:

- All unit staff with Magellan access will be able to see the training status for all members of the unit.
- The new screen will be accessible from the Upcoming Trainings page of the Unit Management header.
- This view will share the same hierarchy as other Magellan functions so RDs and ACs will be able to see all cadet training applications and their status on one page from a units page.

# New Cadet Landing Page

## USNSCC TEST UNIT

### Selected Cadet

Name	Rank	Age	Cadet Type	USNSCC ID	Reg. Status	Joined	Reg. Exp
Ryan North	SNIAN	14	NSCC	ED17B8FB	Active	2018-04-22	7/30/2022

### Profile

  
PROFILE

  
PHOTO

  
PROMOTIONS

  
MEDICAL INFO

  
FAMILY CONTACTS

  
RIBBON RACK

  
RECORD BOOK ( WEB )

  
RECORD BOOK ( WORD )

  
DOCUMENTS

#### Profile Actions

- [ID Card Reprint \(\\$10\)](#)
- [Renew Registration](#)
- [Drop Cadet](#)
- Promotion Exam: **NSCC Petty Officer Third Class Examination IN PROGRESS**

#### NSCC Forms

- [NSCADM 001 - Cadet Application Form](#)

#### Quarterdeck Status

- Registration Status: Registered
- Last Login: 3/21/2022 6:18:12 PM
- Credentials: [View](#)

## Cadet Landing Page:

This is the new view of a cadet's landing page in Magellan.

All of the same pages are accessible but are now accessed through the icon instead of a text link.

# Cadet Medical Profile (Medical Info)

CADET MEDICAL INFORMATION	
Last Reviewed By Jack North	Last Reviewed Date 3/21/2022 10:18 AM
Medical Insurance Provider Name Best Insurance Company	Medical Insurance Policy Number abc12345
Medical Insurance Provider Phone 8888888888	Medical Insurance Provider Address 123 Fake St Anytown, VA 12345
Insurance Card Front View (Updated 3/21/2022 10:18 AM)	Insurance Card Back View (Updated 3/21/2022 10:18 AM)
Physician Name Dr. Person	Physician Phone 8888888888
Date of Last Physical Exam 3/20/2022	Last Physical Form View (Updated 3/21/2022 10:18 AM)
Tetanus (Td/Tdap) or Booster 3/20/2022	Meningitis Vaccine for Meningitis View (Updated 3/21/2022 10:18 AM)
Negative PPD or Medical Provider Clearance for TB	Immunization Record View (Updated 3/21/2022 10:18 AM)

CADET HEALTH HISTORY	
Last Reviewed By Jack North	Last Reviewed Date 3/20/2022 2:32:57 PM
NO HEALTH HISTORY HAS BEEN RECORDED	

CADET OVER-THE-COUNTER MEDICATIONS	
Last Reviewed By Jack North	Last Reviewed Date 3/20/2022 10:55:26 AM
PERMISSION GRANTED: THE CADET HAS PARENTAL PERMISSION TO TAKE ANY OF THE AUTHORIZED OVER-THE-COUNTER MEDICATIONS WITH THE EXCEPTION OF THE FOLLOWING MEDICATIONS	
THIS CADET DOES NOT HAVE ANY OVER-THE-COUNTER MEDICATION EXCEPTIONS RECORDED	

CADET PRESCRIPTION MEDICATIONS										
Last Reviewed By Jack North	Last Reviewed Date 3/21/2022 6:46:02 PM									
The cadet does not take any prescription medications that may need to be administered by the Naval Sea Cadet Corps.										
Row	Medication	Strength	Storage	Frequency and Dosage	Provider Name	Provider Phone	Reason for Medication	Side Effects	Other Information	Effects if not taken
1	Allergy Medication	5mg		As Needed, as Labeled	Dr. Person	8888888888 or	Allergies	Drowsiness	Taken with food	Runny nose and difficulty breathing

CADET ALLERGIES			
Last Reviewed By Jack North	Last Reviewed Date 3/24/2022 1:06:22 PM		
Row	Allergy Type	Allergy	Reactions
1	Food	Dairy	Data board, mild rashes

## Volunteer view of a cadet's medical profile:

- All medical data is safely encrypted and secured on our site and only accessible to:
  - The Commanding Officer and anyone they have designated
  - Any COTC and their designee whose training the cadet has applied to
- Only enterable from the parent's Quarterdeck profile

# Enrolling a Cadet

The screenshot displays the 'USNSCC TEST UNIT' web application. The main menu on the left includes options like Home, Unit Maint, Adult Billets, and various administrative tasks. The main content area is divided into two sections: 'Pending New Cadets' and 'Active Cadets'.

**Pending New Cadets**

Photo	Name	Rank	USNSCC ID	Age	Gender	Cadet Type	Primary Phone	Registration Status	Action
X	New Cadet joe.weggen@seacadets.org	SRAR	7D84D0FE	14	M	NSCC	(888) 888.8888	Pending Invoice and Payment	Select
X	Ridda, Grant ABCSA9C2@seacadets.org	SRAR	ABCSA9C2	18	M	NSCC	(888) 888.8888	Pending Invoice and Payment	Select

**Active Cadets**

Photo	Name	Rank	USNSCC ID	Age	Gender	Cadet Type	USNSCC Joined Date	NLCC Start Date	NSCC Start Date	Registration Expiration Date	Quarterdeck Registration Status	Action
X	Adams, Alexander	APCLC2	8893930B	12	M	NLCC	2021-10-09	2021-09-27		2022-09-30	Registered	Select
X	Alariz, Miles	RCLC1	E15E4873	12	M	NLCC	2022-02-12	2022-02-12		2023-02-28	Unregistered	Select
X	Alvarez, David	PO3	2200C3A9	17	M	NSCC	2019-08-10		2019-08-10	2022-11-30	Registered	Select
X	Amayo, Michael	SAIAA	54250797	15	M	NSCC	2021-08-11		2021-08-11	2022-08-31	Registered	Select
X	Barnes, Taton	PO3	7444F9C4	15	M	NSCC	2018-07-14		2018-07-14	2022-10-31	Registered	Select

**Video Link -** <https://youtu.be/r-8MeBiC10Q>

### Enrolling a new cadet:

When enrolling a new cadet into the program, you will now be prompted to select a family.

1. If it is a new family, you can select new family.
2. If the cadet had or has a family member in the program, you may select them from the list.
  - a. This will auto-populate some of the existing fields with information already entered in Magellan previously
  - b. If that parent already has an account, the new cadet will be attached to it and will no show up on that parent's page.
3. After selecting the family, everything else about the enrollment process is the same.

If a cadet is added to an existing family and that parent has a profile, the cadet will be added to the profile upon completion of enrollment.

# COTC Confirming Training Request

The screenshot displays the MAGELLAN web application interface. At the top, the header reads "MAGELLAN UNITED STATES NAVAL SEA CADET CORPS". Below this, a navigation bar includes links for "Training Requests", "Call Lists", "Open Invoices", "Reminders", "Alerts", "Inbound Requests", and "Outbound Requests". The main content area is titled "U.S. NAVAL SEA CADET CORPS NATIONAL HEADQUARTERS" and "Navy Stone, NSCC Recruit Training (RY NA 2291)". It features a table with columns for "Event Status", "Submitted Requests", "Confirmed Pending Payment", "Approved Orders (Payment Rec'd)", "Aval Status", "SC Needed", "SC Filled", "EO Needed", and "EO Filled". The table is split into "Male" and "Female" sections. Below the table, there are sections for "Event Builder Actions", "Event Options", "Evolution Information", "Evolution Financial Actions", "Evolution Financial Summary", and "Reports".

	Event Status	Submitted Requests	Confirmed Pending Payment	Male				Female									
				Approved Orders (Payment Rec'd)	Aval Status	SC Needed	SC Filled	EO Needed	EO Filled	Approved Orders (Payment Rec'd)	Aval Status	SC Needed	SC Filled	EO Needed	EO Filled		
CADETS	5	1	0	0	0	1	0	5	0	0	0	0	0	0	0	0	0
ADULTS	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0

Video Link - <https://youtu.be/303EYRVlb5g>

## COTC Confirming a training request:

The process for confirming a cadet to your training remains the same.

- Select "Roster"
- Review the cadet's medical profile, if you so choose
- Select "Confirm" or "Deny"
  - If you deny a cadet, a reason must be given
- A Status update will be sent based on the decision
  - Confirm - The parent and cadet will receive a notification
  - Deny - The parent, cadet, and CO will receive a notification as well as the reason
- The new status will be reflected for that member's specific member's "Upcoming Training"

# Accessing the Medical Page

**Navy Shore, NSCC Recruit Training (RT-NA-2201)**  
 4/1/2022 - 4/30/2022  
 COTC/POC: Frederick Delacruz | (888) 888.8888 | 10953@seacadets.org  
 Mailing Address: 123 Fake St Anytown, VA 12345 USA

[View Training Details](#)

	Male								Female									
	Event Slots	Submitted Requests ?	Confirmed (Pending Payment) ?	Approved Orders (Payment Rcvd) ?	Avail Slots	SC Needed	SC Filled	EO Needed	EO Filled	Event Slots	Submitted Requests ?	Confirmed (Pending Payment) ?	Approved Orders (Payment Rcvd) ?	Avail Slots	SC Needed	SC Filled	EO Needed	EO Filled
CADETS	5	0	1	0	4	1	0	5	0	5	0	0	0	5	1	0	5	0
ADULTS	0	0	1	1	4	1	0	5	0	0	0	0	0	5	1	0	5	0

Registration Confirmations														
Participant	Unit	Type	Medical Profile Last Review Date	Polaris Registered	Submitted By	Submitted	Confirmed (Pending Payment)	Approved Orders	Status	Docs	Termination Reports	Accident Reports	Company	Actions
Delacruz, Frederick LT <a href="#">COTC Record Book</a>	USNSCC TEST UNIT	Adult Male		Yes	Weggen, Joseph	3/21/2022 10:34:38 AM	3/21/2022 10:34:38 AM	3/21/2022 10:34:38 AM	Approved 3/21/2022 <a href="#">Print Orders</a>	0		<a href="#">Upload</a>		<a href="#">COTC cannot be Unapproved, Cancelled, or Terminated</a>
North, Ryan SN/AN <a href="#">Record Book</a>	USNSCC TEST UNIT	Cadet Male	<a href="#">Medical Profile</a> 03/21/2022	Yes	Weggen, Joseph	3/21/2022 5:09:10 PM	3/21/2022 6:05:42 PM		Confirmed 3/21/2022	0				<a href="#">Unconfirm</a>   <a href="#">Cancel</a> Make Staff Cadet

## Accessing a cadet's medical page:

- Cadet's medical profile can be accessed from the training roster page.
- The timestamp indicates the last time any of the cadet's medical information has been updated.

# Medications Page

## Event Maintenance Actions

- Roster
- Physical Readiness Test (PRT) Sheet
- Physical Readiness Test (PRT) Import
- Physical Readiness Test (PRT) Import History
- Company & Billet Assignments
- Attendance (finalize required)
- Graduation and Awards (Attendance must be finalized prior to Graduation and Awards)
- Training Awards (Attendance must be finalized prior to Graduation and Awards)
- **Cadet Prescription Meds (1) and OTC Med Exceptions (0)**
- Cadet Allergies (1)

CADET PRESCRIPTIONS									
Row	Cadet Name	Medication Name	Quantity Required	Quantity Sent	Remarks	Strength	Frequency and Dosage	Reason	Actions
1	North, Ryan SNIAN	Allergy Medicine			MISSING QUANTITY REQUIRED AND SENT. MEDICATION WAS ADDED AFTER CADET APPLIED FOR TRAINING	5mg	As Needed, as Labeled	Allergies	<a href="#">Details</a>

CADET OVER THE COUNTER MEDICATION EXCEPTIONS									
NO OVER THE COUNTER MEDICATION EXCEPTIONS IDENTIFIED.									

[CANCEL](#)

### Medications Page:

The new page will compile a report of Prescription Meds and OTC Med Exceptions for all cadets who have been approved for the training.

# Allergies Page

## Event Maintenance Actions

- [Roster](#)
- [Physical Readiness Test \(PRT\) Sheet](#)
- [Physical Readiness Test \(PRT\) Import](#)
- [Physical Readiness Test \(PRT\) Import History](#)
- [Company & Billet Assignments](#)
- [Attendance \(finalize required\)](#)
- [Graduation and Awards \(Attendance must be finalized prior to Graduation and Awards\)](#)
- [Training Awards \(Attendance must be finalized prior to Graduation and Awards\)](#)
- [Cadet Prescription Meds \(1\) and OTC Med Exceptions \(0\)](#)
- [Cadet Allergies \(1\)](#)

## CADET ALLERGIES

Row	Cadet Name	Allergy Type	Allergy	Reaction
1	North, Ryan SN/AN	Food	Work	Gets board, mind wanders

[RETURN TO EVENT LANDING PAGE](#)

### Allergies:

The new page will compile a report of allergies for all cadets who have been approved for the training.

# COTC Admin Rights

U.S. NAVAL SEA CADET CORPS NATIONAL HEADQUARTERS

**COTC Assistant Edit**

Adult   ▼

Notes

Event	Demographic Access	Ledger Access	POC Access	View Roster Access	Manage Roster Access	Manage Orders Access	Attendance Access	Reports Access	Email Access	Medical Access
All Events assigned to this Evolution <i>(including any Events attached later)</i>	<input type="checkbox"/>									
Navy Shore, NSCC Recruit Training RT-NA-2201	<input type="checkbox"/>									

### **New Training Admin Rights:**

Only COTC and COTC Assistants with granted access will have access to see cadets' Medical profile information.

COTC Assistant access is granted by the COTC.