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PRACTICAL EXERCISE

EX-10



EX_10 — MSS Operator Basics

Practical Exercise — SL 1 Proficiency

HEADQUARTERS
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Wiesbaden, Germany

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EX_10 — MSS OPERATOR BASICS

PRACTICAL EXERCISE — SL 1 PROFICIENCY

Version	1.0 — March 2026
Prerequisite	SL 1
Duration	45–60 min
Environment	MSS training instance or sandbox — see ENVIRONMENT_SETUP.md

SCENARIO

You are a staff officer at a BCT HQ. Your S2 needs current equipment readiness for three subordinate battalions for the daily SITREP. Navigate, filter, and export data from an existing readiness dashboard.

Unclassified training data simulates LOGSTAT/readiness report formats.

TASK LIST

Task 1 — Log In and Orient (10 min)

Reference: TM-10 Chapter 2 (Accessing MSS), Chapter 3 (Navigating the Platform) - Log in to MSS using CAC credentials - Locate the training dashboard: "BCT Readiness — EX_10 Training" - Identify the data owner and last-updated timestamp - **Go:** Locates dashboard and reads metadata without assistance - **No-Go:** Cannot find dashboard or misidentifies data owner

Task 2 — Apply Filters (15 min) **Critical item**

Reference: TM-10 Chapter 4 (Using Workshop Applications), sections 4-1 through 4-3 - Filter the readiness view to show only **1st Battalion** data - Change the date range to show the last 7 days - Reset filters to show all units - **Go:** Filters apply correctly; data refreshes; reset without help - **No-Go:** Cannot locate filter controls or filters do not apply

Task 3 — Identify Anomalies (10 min)

Reference: TM-10 Chapter 5 (Working with Data), sections 5-1 through 5-2 - Find the unit with the lowest reported readiness percentage - Note the equipment category driving the low readiness - Record the data steward contact for that data product - **Go:** Correctly identifies the lowest unit and dominant category; records steward - **No-Go:** Identifies wrong unit or cannot locate steward information

Task 4 — Export a View (10 min) **Critical item**

Reference: TM-10 Chapter 6 (Security, Classification, and Markings), sections 6-1 through 6-3 - Export the current filtered view (all units, current week) as a PDF - Verify the export includes the "Last updated" timestamp - Handle the export per unit classification SOP - **Go:** Export completes; timestamp visible in output - **No-Go:** Export fails or timestamp is absent

Task 5 — Navigate and Bookmark (5 min)

Reference: TM-10 Chapter 3 (Navigating the Platform) - Find one additional dashboard relevant to your role - Bookmark it to your MSS home - **Go:** Bookmark appears on home screen after navigation - **No-Go:** Cannot locate secondary dashboard or bookmark fails

Task 6 — Classification Marking Identification (5 min) **Critical item**

Reference: TM-10 Chapter 6 (Security, Classification, and Markings) - When prompted by the evaluator, state the classification marking displayed on the provided dataset - State the authorized distribution for that classification level - State the authorized export destination (if any) for that marking - **Go:** Correct classification marking identified; correct authorized distribution stated - **No-Go:** Incorrect classification identification or incorrect authorization statement

EVALUATOR NOTES

Scoring: 6 tasks. Go on 5 of 6 = overall Go. No-Go on Task 2, Task 4, or Task 6 = automatic No-Go.

Pre-exercise checklist: - Confirm all training accounts can access "BCT Readiness — EX_10 Training" - Verify dashboard shows data for at least 3 units with clearly different readiness values - Confirm data steward contact field is populated in dashboard metadata - Note Task 3 correct answer — see ENVIRONMENT_SETUP.md answer key

Common failure modes:

Task	Common Failure	Evaluator Guidance
Task 1	Cannot find the dashboard	Note navigation path taken; searching by name is acceptable; browsing wrong project is No-Go
Task 2	Filters applied but not reset	Page reload to reset = Go with coaching note; clicking Reset correctly = Go
Task 3	Identifies wrong low-readiness unit	Check against answer key; any incorrect unit = No-Go
Task 4	Export missing timestamp	Most common cause: CSV instead of PDF; note format used
Task 5	Bookmark does not appear on home	If correct action is demonstrated, retest after cache clear before marking No-Go
Task 6	States wrong classification level	Evaluator shows dataset on screen; trainee responds verbally or in writing; any incorrect marking = automatic No-Go

Timing notes: - Task 3 runs 5–15 min depending on analytical background; do not prompt within first 10 min - If Task 2 exceeds 15 min, ask participant to narrate approach (do not guide) - Task 6 is verbal/written — evaluator asks the question after Task 5 completion - Total exercise rarely exceeds 55 min for participants current on SL 1

NEXT STEPS

Upon successful completion of EX_10, participants are cleared to proceed to:

- **SL 2 — No-Code Builder** (recommended for all staff who need to build or modify dashboards and pipelines)

After SL 2, all personnel proceed to SL 3. SL 3 is required before any SL 4 track: - **WFF tracks (TM-40A–F)**: role-specific data application training by Warfighting Function (prereq: SL 3 required) - **Specialist tracks (TM-40G–O)**: technical specialist tracks (prereq: SL 3 required)