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COURSE SYLLABUS

# SL 1



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## COURSE SYLLABUS — SL 1: MAVEN USER

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*Maven Smart System (MSS) — USAREUR-AF*

HEADQUARTERS  
UNITED STATES ARMY EUROPE AND AFRICA  
(USAREUR-AF)  
Wiesbaden, Germany

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## COURSE SYLLABUS — SL 1: MAVEN USER

### MAVEN SMART SYSTEM (MSS) — USAREUR-AF

Field	Detail
Level	SL 1 (Foundational — all personnel)
Duration	1 day (8 hours)
Prerequisite	None
Audience	All Soldiers, officers, and Civilians assigned to USAREUR-AF
Format	Instructor-led lab + practical exercise
Location	MSS Training Environment

**BLUF:** SL 1 produces a competent MSS operator. You will access MSS, navigate unit data products, consume and filter operational data, execute authorized status updates, and handle classification requirements for data exports. Building starts at SL 2. Every member of the data team completes SL 1 first. No waivers.

### LEARNING OBJECTIVES

#	Objective
1	Log in via CAC authentication; navigate to your unit's project
2	Locate, view, and filter data in a Workshop application
3	Execute an authorized Action (status update, form submission)
4	Build a basic chart and filter in Contour
5	Explore an Object Type in Quiver; export a view
6	Access and interact with an AIP Logic or Agent interface

#	Objective
7	Identify classification markings; state the authorized export procedure for a given dataset
8	Bookmark a dashboard to the MSS home screen
9	Troubleshoot two common access issues using SL 1 procedures

## DAILY SCHEDULE

Time	Block	Content
0800– 0900	1	MSS overview; data literacy fundamentals — what MSS is, why it exists, what it replaces
0900– 1000	2	Login and navigation: CAC authentication, project access, resource navigation
1000– 1100	3	Workshop applications: tables, filters, dashboards
1100– 1200	4	Actions: executing status updates and form submissions
1200– 1300	—	Lunch
1300– 1400	5	Contour: building a basic chart and applying a filter
1400– 1500	6	Quiver: exploring Object Types, applying filters, exporting views
1500– 1545	7	AIP interface: submitting a query; understanding AI output limitations and authorized use <i>(extended from prior — pre-configured demo query required; instructor must set up before class)</i>
1545– 1630	8	Classification markings and authorized export procedures
1630– 1700	9	<b>Practical exercise (evaluated)</b>

## REQUIRED READING

When	Reading
Before attending	TM-10, Chapter 1 (Introduction and Safety Summary) — 15 min
During/after training	TM-10, Chapters 2–7 (task procedures for each tool covered)
Recommended background	Data Literacy Technical Reference, Chapter 1

## PRACTICAL EXERCISE

See **EX\_10 — MSS Operator Basics** for the full task list, evaluator notes, and scoring rubric. Summary below.

**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.

#	Task	Go Standard
1	Log in via CAC; locate the designated training dashboard; identify data owner and last-updated timestamp	Locates dashboard and reads metadata without assistance
2	Apply filters (unit, date range); reset to all-units view	Filters apply correctly; reset without help
3	Identify the lowest-readiness unit and the equipment category driving it; record the data steward contact	Correct unit identified; steward contact recorded
4	Export current filtered view as PDF; verify last-updated timestamp in output; handle per classification SOP	Export completes; timestamp visible
5	Navigate to a second dashboard relevant to your role; bookmark it to your MSS home screen	Bookmark appears on home screen
6	State the classification marking and authorized distribution for the provided dataset (verbal or written)	Correct marking identified; correct authorized distribution stated

**Go standard:** Go on 5 of 6 tasks. No-Go on Task 2 (filters), Task 4 (export), or Task 6 (classification) is an automatic overall No-Go regardless of other task results.

## ASSESSMENT

**Method:** Practical exercise (Go/No-Go) — there is no written exam for SL 1.

Form	Description
<b>Pre-course</b>	No formal pre-test. Instructor confirms MSS account access before training begins.
<b>End-of-course evaluation</b>	Practical exercise (6 tasks per EX_10). Evaluated using T&EO TM10-01 through TM10-06.
<b>Passing standard</b>	Go on 5 of 6 tasks completed independently. Tasks 2 (filters), 4 (export/classification), and 6 (classification marking) are critical items — No-Go on any is an automatic overall No-Go.

*SL 1 does not use a written POST exam. The evaluation instrument is the practical exercise scored via T&EO.*

## NO-GO REMEDIATION

Outcome	Action
<b>No-Go — Task 2, Task 4, or Task 6 (critical items)</b>	Full re-evaluation required. Schedule with unit training coordinator. Recommend self-study of TM-10, Chapters 3, 6, and 7 before retake.
<b>No-Go — Tasks 1, 3, or 5 only</b>	Targeted task retry. Instructor may authorize same-day retry on the specific failed task at their discretion.
<b>No-Go — two or more non-critical tasks</b>	Full re-evaluation required.

Re-evaluation must be scheduled through the unit training coordinator. There is no self-certification option for SL 1.

## GO CRITERIA

Pass requires completing 5 of 6 tasks independently — no instructor hints, no external references beyond SL 1. Correct recovery from a wrong click counts. Watching the instructor or being talked through a step does not. Critical items (Tasks 2, 4, and 6) must all be Go for an overall Go.

## PRE-ATTENDANCE REQUIREMENTS

Request MSS account provisioning at least **5 duty days** before training. Arriving without an active account means you cannot complete the practical exercise.

**Required:** CAC reader on your workstation; network connectivity to MSS; account in the MSS Training Environment.

## KEY TIPS

Issue	Guidance
PIV PIN	Know it before you arrive — CAC + PIV PIN trips up first-timers
Classification on the PE	Read dataset property fields, not just the application header
AIP outputs	The exercise tests interface use, not trusting the AI output
403 Forbidden error	This is a permissions issue, not a login issue — resolution is an access request to the MSS Administrator

## CONTINUATION

SL 1 is the entry point for the full MSS curriculum. After completing SL 1:

Path	Next Step	Who
<b>All personnel</b>	SL 2 (Builder)	Required before any specialist or WFF track
<b>WFF functional staff</b> (G2/S2, G3/S3, G4/S4, FSE, FP, MC)	SL 2 → SL 3 → SL 4A–F (WFF tracks)	SL 3 required before any WFF track
<b>Data specialists</b> (analysts, 17/25-series, ORSA, AI/ML, PM, KM, SWE)	SL 2 → SL 3 → SL 4G–O	SL 3 required before any specialist track

**Full curriculum summary:** - SL 2 (Builder) — prerequisite for SL 3 - SL 3 (Advanced Builder) — prerequisite for ALL SL 4 tracks (WFF and specialist) - WFF Tracks (SL 3 → SL 4A–F): Intelligence, Fires, Movement & Maneuver, Sustainment, Protection, Mission Command - Specialist Tracks (SL 3 → SL 4G–

O): ORSA, AI Engineer, ML Engineer, Program Manager, Knowledge Manager, Software Engineer, UX Designer, Platform Engineer - Advanced Specialist Tracks (SL 4G–O → SL 5G–O): advanced level for each specialist role

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