



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND
102 MCNAIR DRIVE
FORT MONROE, VIRGINIA 23651-1047

REPLY TO
ATTENTION OF

ATTG-C

13 May 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Distributed Learning (DL) Instructor Contact Hours
(ICH) Policy and Implementation Procedures

1. References.

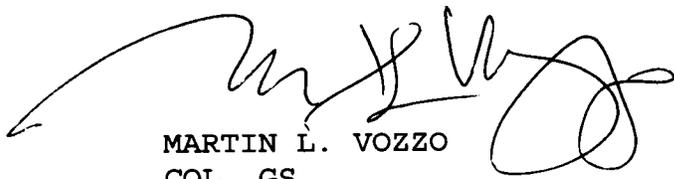
a. TRADOC Regulation 350-70, Systems Approach to Training, Management, Processes, and Products.

b. HQ, TRADOC, Automated Systems Approach to Training (ASAT) User's Manual.

2. This policy leverages current ASAT procedures for the creation of POIs for resident courses. Use of ASAT data offers advantage because its use is familiar to decision-makers in the training resource community. DL ICH will be calculated by multiplying the resident ICH determined by ASAT by a factor drawn from the Instructor-Student Interaction Matrix (Appendix 1). The enclosure contains implementing instructions for the creation of Programs of Instruction (POI).

3. POC for this policy is Ms. Vallery Doe, (757)788-5564 or DSN 680-2657, vallery.doe@us.army.mil or Ms. Norma Townsley, (757) 788-2174 or DSN 680-2174, norma.townsley@us.army.mil. This policy will be posted on the Army DL Program home page at <http://www.tadlp.monroe.army.mil>.

Encl



MARTIN L. VOZZO
COL, GS

Director, Training Development
and Delivery Directorate

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