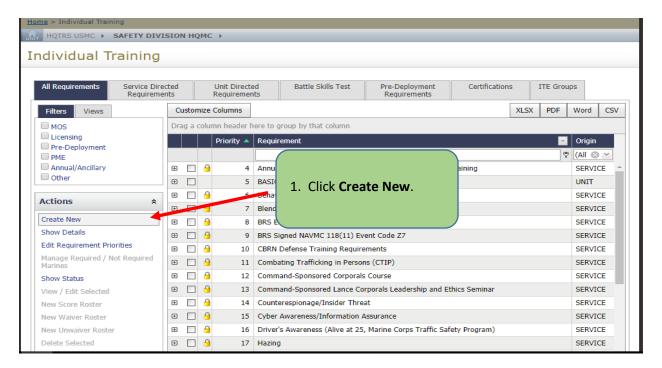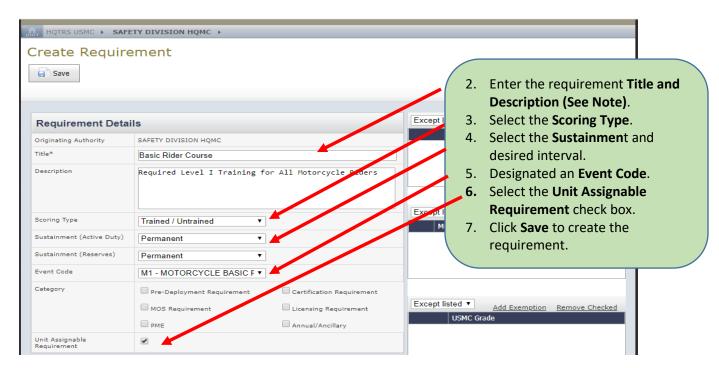Marine Corps Training Information Management System (MCTIMS)
Motorcycle Training Event Instructions

Create/Edit Requirement

To create a requirement from the **Individual Training** page:

HQTRS USMC ▸   SAFETY DIVISION HQMC ▸

Individual Training

| All Requirements | Service Directed Requirements | Unit Directed Requirements | Battle Skills Test | Pre-Deployment Requirements | Certifications | ITE Groups |

Filters | Views

- ☐ MOS
- ☐ Licensing
- ☐ Pre-Deployment
- ☐ PME
- ☐ Annual/Ancillary
- ☐ Other

Customize Columns

XLSX | PDF | Word | CSV

Drag a column header here to group by that column

			Priority ▲	Requirement		Origin
					▼	(All ⊗ ∨)
⊞	☐	🔒	4	Annu... ...aining		SERVICE
⊞	☐		5	BASIC...		UNIT
⊞	☐	🔒	6	Behav...		SERVICE
⊞	☐	🔒	7	Blend...		SERVICE
⊞	☐	🔒	8	BRS E...		SERVICE
⊞	☐	🔒	9	BRS Signed NAVMC 118(11) Event Code Z7		SERVICE
⊞	☐	🔒	10	CBRN Defense Training Requirements		SERVICE
⊞	☐	🔒	11	Combating Trafficking in Persons (CTIP)		SERVICE
⊞	☐	🔒	12	Command-Sponsored Corporals Course		SERVICE
⊞	☐	🔒	13	Command-Sponsored Lance Corporals Leadership and Ethics Seminar		SERVICE
⊞	☐	🔒	14	Counterespionage/Insider Threat		SERVICE
⊞	☐	🔒	15	Cyber Awareness/Information Assurance		SERVICE
⊞	☐	🔒	16	Driver's Awareness (Alive at 25, Marine Corps Traffic Safety Program)		SERVICE
⊞	☐	🔒	17	Hazing		SERVICE

Actions ⌃

- Create New
- Show Details
- Edit Requirement Priorities
- Manage Required / Not Required Marines
- Show Status
- View / Edit Selected
- New Score Roster
- New Waiver Roster
- New Unwaiver Roster
- Delete Selected

1. Click **Create New**.

Marine Corps Training Information Management System (MCTIMS)
Motorcycle Training Event Instructions

Create Requirement:

Note:

For Initial Motorcycle Course
> Title: Enter "Basic Rider Course"
> Description: Enter "Required Level I Training for All Motorcycle Riders"
> Scoring Type: Select "Trained/Untrained"
> Sustainment Active Duty: Select "Permanent"
> Sustainment Reserves: Select "Permanent" (if you are a Reserve unit)
> Event Code: Select "M1 – Motorcycle Basic Rider Course (BRC)"
> Category: Do not check any boxes
> Unit Assignable Requirement: Check box
> Select Save in upper left corner of the window

For Advanced Rider Course
> Description: Enter "Required Level II Training for All Motorcycle Riders. Required to be complete within 120 days of Level I Training and every (3) years."
> Scoring Type: Select "Trained/Untrained"
> Sustainment Active Duty: Select "Months" and enter "36" into the text box
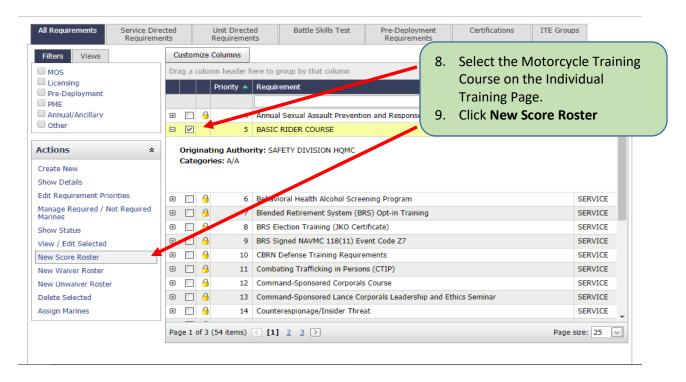> Sustainment Reserves: Select "Months" and enter "36" into the text box (if a Reserve unit)
> Event Code: Select "M3 – Motorcycle Experience Riders Course (ERC)"
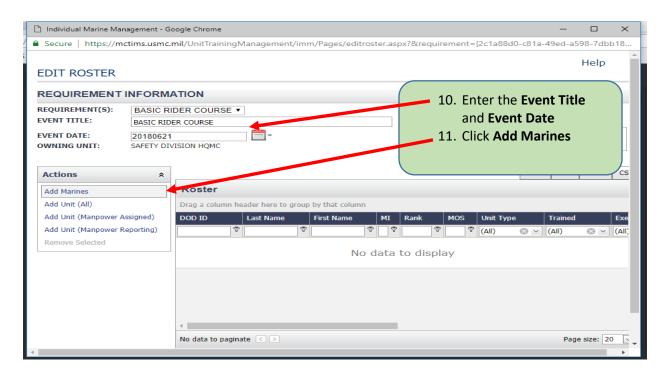> Category: Do not check any boxes
> Unit Assignable Requirement: Check box
> Select Save in upper left corner of the window

Marine Corps Training Information Management System (MCTIMS)
Motorcycle Training Event Instructions
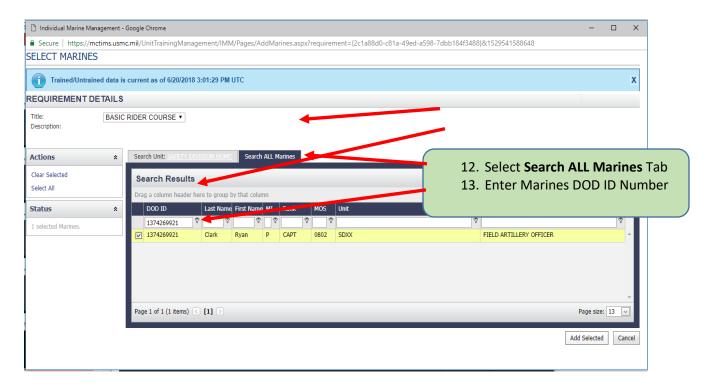
Recording Training Completion

Create a roster:

Edit Roster:

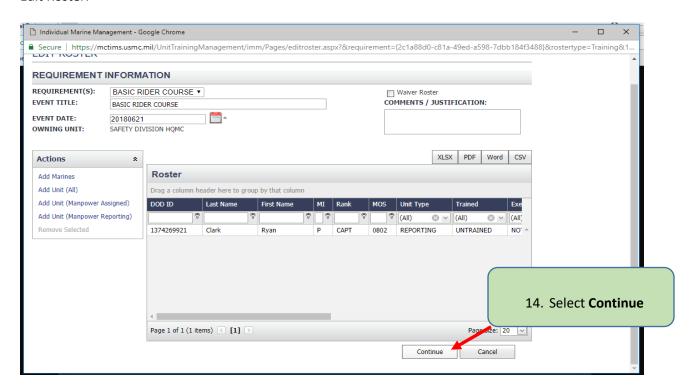Marine Corps Training Information Management System (MCTIMS)
Motorcycle Training Event Instructions

Select Marines:

12. Select **Search ALL Marines** Tab
13. Enter Marines DOD ID Number

Edit Roster:

14. Select **Continue**

Marine Corps Training Information Management System (MCTIMS)
Motorcycle Training Event Instructions

Scoresheet:

15. Click Submit for Certification