

14 Feb 2025

From: Colorado Meet Knowledge Competition Officer in Charge,  
Naval Reserve Officers Training Corps, University of  
Colorado  
To: All Hands

Subj: COLORADO MEET 2025 KNOWLEDGE COMPETITION LETTER OF INSTRUCTION

Encl: (1) Competition Layout  
(2) Timeline  
(3) Sample Questions  
(4) After Action Report  
(5) Emergency Evacuation Plan  
(6) Operational Risk Management

1. Orientation. The Knowledge Competition will take place in the Mathematics Building, Math 100.

2. Situation. CU NROTC will host and execute a fair and intellectually challenging Knowledge Competition for ROTC Units and Commissioning Programs from across the United States. This will be held in Math 100 at the University of Colorado Boulder, on 07 March 2025 from 1730 to 2200.

3. Mission. CU NROTC will conduct the 2025 Knowledge Competition to challenge midshipmen and cadets on military knowledge in a competitive environment.

4. Execution.

a. Concept of Operations. The participants in the competition will be organized into teams of four (4) members. Teams will check in with the Knowledge Competition AOIC no later than fifteen minutes before the first match starts. Questions will test teams' knowledge of Navy and Marine Corps history, rank structure, and operational capacity. The competition will be monitored by proctors and event staff.

(1) Team Requirements. NROTC teams shall have at least: (1) Navy Option, (1) Marine Option, and (1) 4/C Midshipman. Army ROTC teams shall have at least (1) 1st year cadet. AFROTC teams shall have at least: (1) 1st year cadet, (1) Air Force option, and (1) Space Force option. Non-ROTC Commissioning Programs must have at least (1) junior member. The remaining spots on each team may be filled as the Team Captain sees fit. A maximum of (1) active duty or prior enlisted student is allowed per team. There is a maximum of one (1) team from each ROTC program.

b. Scheme of Maneuver.

(1) Teams will be formed, and team captains will have reached

out to the Knowledge Competition OIC, MIDN Greene, no later than 17 February 2025.

(2) The general schedule for the competition is included in enclosure (2). A finalized bracket will be sent out on 20 February.

(3) Teams will have the chance to bring their suggestions on how to improve the event to the Knowledge Competition OIC after it is over. They will not be permitted to do so before it is completed.

c. Tasks.

(1) All Participants. All participants are expected to bring two black pens and paper, and review and understand all information in this LOI.

(2) Teams. Each team is expected to designate a Team Captain to be the point of contact for their squad. The Team Captain will provide their email and phone number to the Knowledge Competition OIC, MIDN Greene, no later than 20 February 2025.

(3) Team Captains. The Team Captain is expected to be the point of contact between the Knowledge Competition OIC and the squad. All communications to and from the team will be sent through the Team Captains. During the competition, the Team Captain is responsible for ensuring the team is ready and in position at their designated time.

(4) Knowledge Competition OIC. The CU NROTC Knowledge Competition OIC is responsible for sending documents and information promptly.

(5) Knowledge Competition AOIC. The CU NROTC Knowledge Competition AOIC is responsible for ensuring the competition is run on time and all personnel are in their correct locations. They are also responsible for checking in teams.

(6) Proctors. The Proctors are responsible for ensuring the integrity of the competition. The Knowledge Competition AOIC will keep track of score. The score will be displayed for all participants and spectators to see.

(7) Host. The Host is responsible for reading questions, introducing teams, and keeping energy high. They will repeat whether the answer is correct or not to eliminate confusion.

5. Administration and Logistics.

a. Administration. There will be four (4) proctors and a host. Four (4) of the proctors are responsible for moderating the competition and grading answers. One (2) of each proctor will be from each of the following: CU NROTC MECEP and a CU NROTC OC, or a MIDN 1/C.

b. Logistics.

(1) The Knowledge OIC will ensure that all competition gear is provided.

(2) Teams are expected to wear NWU Type III, MARPAT, or OCP uniforms. Non-ROTC commissioning programs who do not have these uniforms shall wear their unit polo and dress pants.

6. Command and Signal.

a. Command. Knowledge Competition OIC MIDN 3/C Greene and AOIC MIDN 3/C London may be contacted via cell phone throughout the competition.

b. Signal. Cell Phones will be used by all event staff to reach the chain of command as deemed necessary.

(1) Point of Contact.

(a) Midshipman 3/C Greene (Knowledge Competition OIC):  
cameron.greene@colorado.edu; (512)808-8501

(b) Midshipman 3/C London (Knowledge Competition AOIC):  
timothy.london@colorado.edu; (224)707-7639

(c) Midshipman 2/C Huttenhower (CO Meet AOIC):  
Thhu9404@colorado.edu; (970)230-2479

(d) Staff Sergeant Hillyer (CO Meet AOIC):  
Anhi4712@colorado.edu; (603)370-2476

(e) Midshipman 2/C Culverhouse (CO Meet OIC)  
Brcu8196@colorado.edu; (720)800-2552

COMPETITION LAYOUT

Questions will be presented and answered similar to Jeopardy. This

is a bracket style tournament where two or three teams (depending on the number of competing teams) will play each other at one time. The team with more points will advance to the next round. If there is an odd number of teams, a bye will be selected at random. Each round will consist of one game. At the conclusion of each round, there will be a Final Jeopardy Question, where teams can wager as many or as few points as they wish. Spectators are encouraged to be present for the entire competition, however, competing teams will wait outside of the auditorium until it is their turn to compete, to avoid an unfair advantage, as this year, every round will consist of one uniform set of questions.

Regular Play - Each round will start with a random number generator to determine which team chooses the first question. That team will then choose any question on the board. The question will be displayed to all teams, and everyone in the room. Teams can discuss the answer together but not after the buzzer is pressed. The first team to hit the buzzer gets to answer the question. The person who pressed the buzzer must answer the question in Jeopardy format (e.g., What is, a valley). If they are correct, they will be awarded the respective points. If they are incorrect, then those points will be deducted from their total and the other team will have 5 seconds to "steal" the question. If they get it right, points are added, and vice versa. If both teams answer incorrectly, then the answer will be revealed, and the original team will choose another question. If neither team hits the buzzer within 10 seconds of the question being revealed, neither team will have the opportunity to answer. In this instance, the team that did not pick the last question will choose the next one.

Final Jeopardy - Before the question is projected, teams will wager however many points they determine. Subsequently, teams will have 30 seconds to write their answers beginning after the question is read. If they answer correctly, they will gain the wagered number of points, and vice versa. Both the correct answer and the point total wagered must be written down before the timer ends.

All questions will be taken from information contained in the following: Bluejacket's Manual; Watch Officer's Guide 15th Edition; The Marine Officer's Guide 7th Edition; The United States Coast Guard Navigation Rules and Regulations Handbook, August 2014 Edition; <https://www.marines.com/about-the-marine-corps/marine-corps-structure/weapons-vehicles-aircraft-gear.html#accordion-d7698684ea-item-eda5ad2b73>; Squad Weapons B2E2657 Student Handout. Teams should be familiar with famous officers and battles, as well as land navigation, topographic features, vehicles used by the Navy and Marine Corps, weapons systems and their capabilities and military acronyms. A list of topics will be sent by the Knowledge OIC to team captains on 20 February.

Progression - assuming twenty (20) total teams, a quarter final bye will be given at random. The preliminary round will consist of seven (7) rounds, the quarterfinals will consist of three (3) rounds,

the semifinals will consist of two (2) rounds and the finals will consist of one (1) round. The teams who compete against each other will be decided at random. The winners of each game will move on to the next round. First place will be given to the winner, and second place will be given to the other team. Third place will be decided between the two teams who lost the semifinal round based upon point totals from the semi-final games.

#### TECHNICALITIES

- All teams, when not competing, will wait outside the auditorium to avoid any unfair advantages. Violation of this rule may result in

disqualification. Competing teams are honor and integrity bound to do so.

- Spectators are allowed to stay within the auditorium during the competition. Spectators are honor and integrity bound to not give any assistance to their teams. Violation of this rule may result in disqualification.
- If an answer is accidentally revealed before teams have answered the question, no points will be awarded.
- If a team does not write the number of points to wager in Final Jeopardy, but does write an answer, they will gain/lose 0 points.
- If a team does not write an answer for Final Jeopardy, but does write a point total, they will lose those points.
- If a team does not write an answer nor a point total, they will lose half their total points.
- If a team finishes the round with negative points, no final Jeopardy question will be asked. If both teams finish in the negatives, the team with less negative points will be the winner.
- In the case of a tie, teams will be given a second final Jeopardy question to break the tie.
- Teams are not to receive assistance from spectators when discussing their answers.
- If a situation arises that is not covered here, it will be referred to the judges.

Enclosure (1)

Timeline

Time	Event	Column 1	Round	Team
1715	Check In			All Teams
1730	Rules Brief			All Teams
1740	First Match		Preliminary	1,2,3
1755	Transition to Next Match			
1800	Second Match			4,5,6
1815	Transition to Next Match			
1820	Third Match			7,8,9
1835	Transition to Next Match			
1840	Fourth Match			10,11,12
1855	Transition to Next Match			
1900	Fifth Match			13,14,15
1915	Transition to Next Match			
1920	Sixth Match			16,17,18
1915	Transition to Next match			
1920	Seventh Match			19,20,21
1935	Transition to Quarterfinals		Quarterfinals	
1940	First Match			1,2
1955	Transition to Next Match			
2000	Second Match			3,4
2015	Transition to Next Match			
2020	Third Match			5,6***
2035	Transition to Semifinals		Semifinals	
2040	First Match			1,2
2055	Transition to Next Match			
2100	Second Match			3,4
2115	Transition to Finals		Finals	
2120	Final Match			1,2
2125	Final Match Concludes			
2200	Drop Dead			

Sample Questions

These are questions that could appear in the competition or share a similar format. The questions asked will not be limited to these. A full list of categories will be sent out by the Knowledge Competition OIC to Team Captains on 20 February. In previous years, there has been a point of friction with the specificity and technicality of the questions. This year, we are aiming to keep the questions reasonable, and not overly complicated.

This is the seventh General Order of the Sentry.

This is the second Article of the Code of Conduct.

What is the fifth Leadership Trait from the USMC Leadership Traits (JJ DID TIE BUCKLE)?

Be able to identify ship designations of Naval vessels.

Identify and be familiar with images of Marine Corps vehicles and aircraft.

Identify and be familiar with images of Naval ships and aircraft.

Identify ranks of all branches.

Operation Overlord began on June 6, 1944, at this beach.

Identify the person who said: "Retreat! We're just attacking in a different direction."

Be familiar with BAMCIS and METT-TC and the Five Paragraph Order.

This is the maximum (area) range for an M240B machine gun.

The "F" in F-35 designates this.



## **AFTER ACTION REPORT**

What worked well in this competition?

What did not work well in this competition?

If you were the competition OIC next year, what would you change?

What categories would you add?

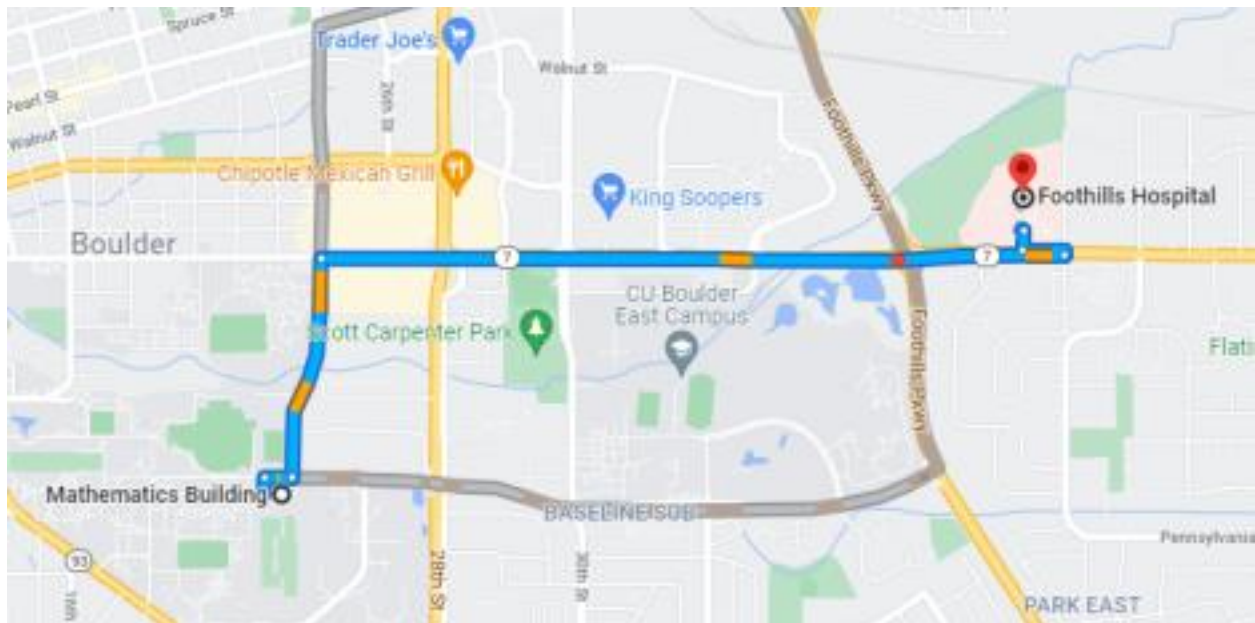
What categories would you remove?

Other Comments

Enclosure (4)

Emergency Evacuation Plan

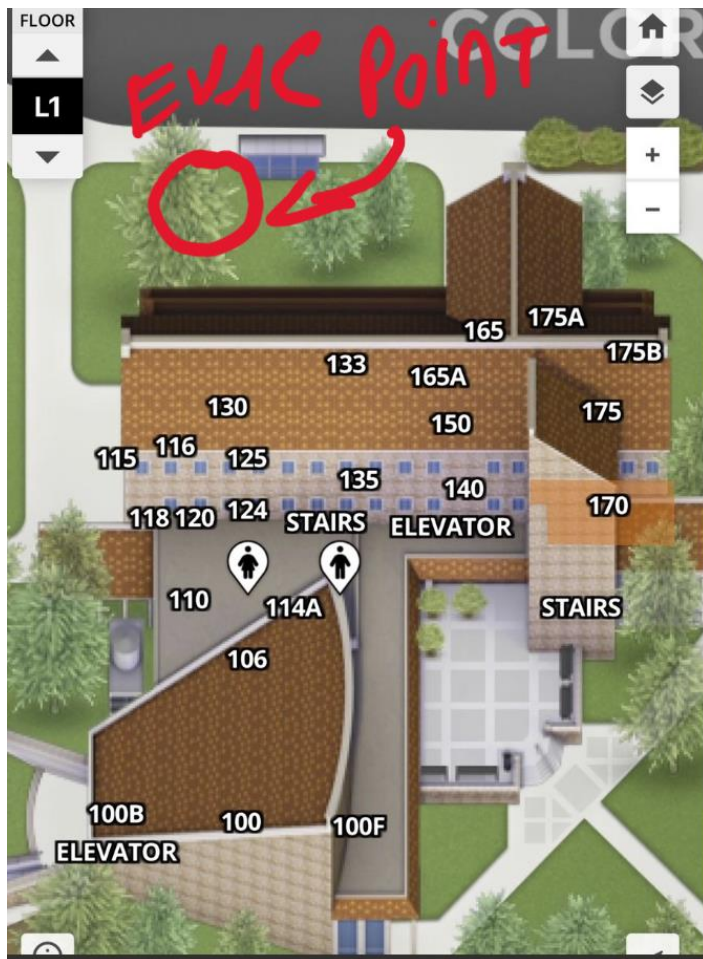
In case of an emergency, call 911 immediately. Afterwards, notify Colorado Meet Staff.



Initial Position: Mathematics Building, 2300 Colorado Ave, Boulder, CO 80309

Destination: Foothills Hospital, 4747 Arapahoe Ave, Boulder, CO 80303

Course of Action: In the event of an evacuation, all team captains are responsible for the muster of their team members at the designated evacuation point. Team captains will then report to the Knowledge OIC for counts.



# Operational Risk Management

Risk Assessment Matrix		PROBABILITY					SEVERITY		PROBABILITY		
		Frequency of Occurrence Over Time									
		A Frequent (Frequent)	B Likely (Likely)	C Occasional (Occasional)	D Seldom (Seldom)	E Unlikely (Unlikely)					
SEVERITY	Catastrophic (Death, loss of asset, mission capability, or total disability)	I	EH 1	EH 1	H 2	H 2	M 3	CATASTROPHIC (I): Loss of the ability to accomplish the mission. Death or permanent total disability. Loss of a mission-critical system or equipment. Major facility damage. Severe environmental damage. Mission-critical security failure. Unacceptable collateral damage.	FREQUENT (A): Frequent to occur. Continuously experienced to an individual item or person; or continuously over a service life for an inventory of items or group.		
	Critical (Severe injury or damage, Significant equipment damage, Capability or unit readiness)	II	EH 1	H 2	H 2	M 3	L 4			CRITICAL (II): Significantly degraded mission capability or unit readiness. Permanent partial disability or severe injury or illness. Extensive damage to equipment or systems. Significant damage to property or the environment. Security failure. Significant collateral damage.	LIKELY (B): Likely to occur immediately or within a short period of time. Expected to occur frequently to an individual item or person; or continuously over a service life for an inventory of items or group.
	Moderate (Minor injury or damage, Significant equipment damage, Capability or unit readiness)	III	H 2	M 3	M 3	L 4	L 4			MODERATE (III): Degraded mission capability or unit readiness. Minor damage to equipment, systems, property, or the environment. Minor injury or illness.	OCCASIONAL (C): Occasionally will occur in time. Expected to occur several times to an individual item or person; or frequently over a service life for an inventory of items or group.
	Negligible (Minor injury or damage, Minor equipment damage, Capability or unit readiness)	IV	M 3	L 4	L 4	L 4	L 4			NEGLECTIBLE (IV): Little or no adverse impact on mission capability or unit readiness. Minimal threat to personnel, safety, or health. Slight equipment or systems damage, but fully functional and serviceable. Little or no property or environmental damage.	SELDOM (D): Seldom may occur in time. Can reasonably be expected to occur sometime to an individual item or person; or several times over a service life for an inventory of items, or group.
		Risk Assessment Levels EH=Extremely High H=High M=Medium L=Low					NOTE: If multiple hazards are associated with one training topic/event, start a new line to identify the additional hazards, potential injury, and controls for each.		UNLIKELY (E): Unlikely it will occur in time. Unlikely to occur, but possible in the service life for an inventory item or group.		
Per OPNAVINST 1500.75 series, an assignment of any initial risk assessment code (RAC) of 1 or 2, as well as an assignment of RAC 3 in severity level I (death or loss of asset) or severity level II (severe injury or damage), although the "probability" of an injury or loss is "unlikely (E)" or "seldom (D)," must be considered High Risk Training. (populates automatically on initial RAC totals chart under (HRI))											
Identify the Hazards			Assess Hazards		Make Risk Decisions		Implement Controls		Supervise		
Lesson #	Training Topic / Event / Step	Hazard and Root Cause	Potential Injury	Initial Risk	Type of Control	Student to Instructor Ratio	Residual Risk	Clear and Concise Control Implementation	Monitor / Review / Feedback		
1	Knowledge	Technology failure due to poor equipment	N/A	III/D = 4L	Proper care and inspection of tech	N/A	IV/E = 4L	OIC and AOIC will check all tech is properly working before the start of the competition			
2	Knowledge	Accidental injury	Minor injuries to the body	IV/D = 4L	Ensure that all participants are being safe and acting in a professional manner	N/A	IV/E = 4L	OIC and AOIC will monitor the competition environment for any unsafe conditions if one arises it will be corrected immediately			