

STARFLEET ACADEMY

The Scholastic Division of
STARFLEET, The International Star Trek Fan Association, Inc.



STARFLEET ACADEMY FLAG OFFICER SCHOOL COURSE EXAMINATION

2006 Revised Edition Version 7f

STUDENT INFORMANTION

Name:		Rank:	
SCC Number:		Chapter:	
Email Address:		Age:	
Print Diploma?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Voucher Code:	
Exam Version:	FOS – 101 Revision 7f	Date Completed:	

If you are requesting a printed copy of your diploma please enter the information below

Mailing Address:	
City, State and Zip Code:	

This section is for the instructors use only

Date Graded:		Score:		Instructor's Name:	
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Welcome to STARFLEET ACADEMY FLAG OFFICER SCHOOL!

The course is designed to compliment STARFLEET's other courses in the Institute of Leadership Studies:

- Officer Training School, which introduces the basic structure and organization of STARFLEET
- Officer Command College, which introduces the structure, prerequisites, and skills necessary for chapter command and is designed for those individuals seeking to start or command their own chapters

Course Prerequisites

- Officer Training School and Officer Command College are prerequisites for this course. You will be notified if your OCC graduation is not recorded in the SFI database. In such a case, you will be asked to provide a scanned copy of your OCC diploma or a pdf.
- Individuals taking this course must be members in good standing of STARFLEET: The International STAR TREK Fan Association, Inc.

Course Materials

Sources of material required for this course:

- The STARFLEET Membership Handbook available for download at <http://www.sfi.org/main/>
- STARFLEET ShOC START Manual - <http://www.sfi.org/shoc/docs/start2004.zip>
- STARFLEET ShOC MOM Manual - <http://www.sfi.org/shoc/docs/mom.zip>
- STARFLEET Flag Promotion Guidelines - <http://www.sfi.org/docs/flag-promotion-criteria.pdf>
- STARFLEET Regional Coordinator's Manual - <http://www.sfi.org/docs/rc-manual.pdf>
- Commander, STARFLEET Manual
- STARFLEET Operations FAQ - http://www.ussjaguar.org/occ/ops_faq.txt
- The Marine Force Manual (MFM) - http://www.sfi-sfmc.org/downloads/SFMC/sfmc_mfm_2006.pdf
- The IG Operations Manual - <http://www.sfi.org/docs/ig-guide.pdf>

Contact Information

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*** Please note that while all effort is taken to assure that uniformity of information amongst the manuals in STARFLEET is in place. There are contradictions in older manuals to the more current manuals. Please check their revisions and use the most current information from the latest release manual to answer questions. The Membership Manual supersedes all others when a conflict of information exists. When in doubt, email the Director. These contradictions are known and currently being addressed. Also note that Shakedown Operations has changed from Shuttle Operations and some manuals may still refer to Shuttle Operations. Current manuals and version of this exam may also be downloaded at <http://sfa.ussglory.com/FOS/index.htm>

Grading:

- 200 ----- Distinction
- 180 - 199 - Honors
- 140 - 179 - Pass

- Multiple Choice - 50 questions at one (1) point for each
- True & False - 40 Questions at one (1) point each
- Short Answer - 25 Questions at four (4) points each
- Essay - 10 points

Submission Guidelines:

Please when turning in via electronic methods use MS Word or a txt file. I can also accept documents created using the free office suite Open Office from <http://www.openoffice.org>.

If turning in via postal mail I prefer typed papers but if you hand write, please be as neat as possible.

Citations

An example citation may include but not be limited to the following:

[STARFLEET Membership Handbook January 2005 ed. p. 40, Section 9, Append C: STARFLEET Regional Composition](#)

or

[STARFLEET Membership Handbook January 2005 ed. P. 40](#)

*** Please note that while citations are not required, they will assist you in getting credit for a question where my answer key may be in conflict.

*** Also note that this form can be unlocked in MS Word by going to View/Toolbars/Forms and clicking on the lock/unlock button.

Multiple Choice Section - 1 Point Each

1. The Commander STARFLEET has ___ required state forms to fill out upon taking office?

- a. 3
- b. 1
- c. 2
- d. None of the above
- e. Any of the above

Citation:

2. The duty of loyalty prohibits?

- a. Insider Deals
- b. Fair Deals
- c. Profitable Deals
- d. None of the above
- e. All of the above

Citation:

3. International Conference bids are due by?

- a. April 15th
- b. November 15th
- c. September 15th
- d. February 15th
- e. July 15th

Citation:

4. Where does the Registered Agent have to reside in for STARFLEET?

- a. Region 1
- b. The United States
- c. North Carolina
- d. Washington D.C.
- e. Anywhere in the world

Citation:

5. IRS Form 990 covers what parts of FLEET?

- a. Chapters
- b. Regions
- c. Fleet
- d. None of the above
- e. All of the above

Citation:

6. The members of the Board of Directors and its officers are generally responsible for?

- a. Management of the business affairs
- b. Fiduciary duty to manage affairs using their best business judgment
- c. Trustees duty owed to the corporation
- d. None of the above
- e. All of the above

Citation:

7. How old must the Inspector General be to hold the office?

- a. 23
- b. 25
- c. 18
- d. 35
- e. There is no age requirements

Citation:

8. The Commander STARFLEET has ___ IRS Forms to fill out **each** year they are in office?

- a. 3
- b. 1
- c. 2
- d. None of the above
- e. Any of the above

Citation:

9. When does the IRS Form 990 have to be filed by the Commander STARFLEET?

- a. April 15th
- b. January 1st
- c. May 15th
- d. 15th of every month
- e. November 15th

Citation:

10. You have filled out your ballot for Commander, STARFLEET and Vice Commander, STARFLEET. What do you do with it?

- a. Take it to the library
- b. Take it to the court house
- c. Take it to the mail box
- d. None of the above
- e. All of the above

Citation:

11. As the Commander of STARFLEET, who on your staff has a dual role?

- a. Chief of Staff
- b. Awards Director
- c. Inspector General
- d. Promotions Director
- e. Quartermaster

Citation:

12. What STARFLEET Marine Corps award is exclusively awarded by the Commander STARFLEET?

- a. The Gold Nebula
- b. The Wounded Lion
- c. Commandant's Meritorious Service Award
- d. STARFLEET Cross
- e. Cross of Honor

Citation:

13. Within how many days of the end of the nomination process for Regional Coordinator is the Inspector General to announce the candidates and distribute ballots to the CO's?

- a. 14 days
- b. 7 days
- c. 10 days
- d. 30 days
- e. 21 days

Citation:

14. Investigations by the Inspector General are to be retained for _____ years?

- a. 2
- b. 4
- c. 7
- d. 10
- e. 15

Citation:

15. How old must the Deputy Inspector General be to hold the office?

- a. 23
- b. 25
- c. 18
- d. 35
- e. There is no age requirements

Citation:

16. What two lists are the Inspector General required to be on?

- a. EC List & AB List
- b. AB Vote List & EC/AB List
- c. AB List & EC/AB List
- d. EC/AB List & Promotions List
- e. EC List & EC/AB List

Citation:

17. Each officer and director, individually and the Board as a whole, owes the following duties to both the corporation and its members?

- a. Duty of Care
- b. Attendance at Meetings
- c. Misuse of Corporate Opportunities
- d. None of the above
- e. All of the above

Citation:

18. Election records for the Region will be retained for _____ years?

- a. 2
- b. 4
- c. 7
- d. 10
- e. 15

Citation:

19. The duty(ies) of the Inspector General is/are?

- a. The primary investigative arm of STARFLEET
- b. Conduct the Votes of Confidence or elections of the Regional Coordinators
- c. Assist in the Votes of Confidence or elections of the Commander STARFLEET
- d. None of the above
- e. All of the above

Citation:

20. Eligibility for Command Grade promotion to Captain/Colonel includes the following requirements?

- a. Officer's Training School
- b. Officer's Command College
- c. Flag Officer's School
- d. a & b
- e. All of the above

Citation:

21. The Commander, STARFLEET, the Vice-Commander, STARFLEET and the Executive Committee are not able to assume the duties of the Commander, STARFLEET, who is the next in line to succeed?

- a. Region One Regional Coordinator
- b. The Inspector General
- c. Appointee of the Executive Committee
- d. Appointee of the Admiralty Board
- e. The Judge Advocate General

Citation:

22. Who is responsible for the overall smooth operation of the Regions and Chapters of the FLEET?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

23. What percentage of CO's is required for a Vote of Confidence to be called on the Regional Coordinator?

- a. 10%
- b. 25%
- c. 40%
- d. 50%
- e. 75%

Citation:

24. Vote of Confidence records for the Region will be retained for _____ years?

- a. 2
- b. 4
- c. 7
- d. 10
- e. 15

Citation:

25. Within STARFLEET Command, name the sixth person in succession?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

26. Who has access to the FLEETS EIN?

- a. Flag Officers
- b. Chapter Officers
- c. Region Officers
- d. None of the above
- e. All of the above

Citation:

27. Within STARFLEET Command, name the eighth person in succession?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

28. Who is responsible for the Chapters-in-Training of the FLEET?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

29. When a new Inspector General is appointed, the out going IG has _____ to turn over all records?

- a. 2 weeks
- b. 10 days
- c. 3 weeks
- d. 30 days
- e. Immediately

Citation:

30. Who is responsible for the timely publication and distribution of official FLEET communications materials?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

31. What percentage of CO's is required for an investigation to be called on the Regional Coordinator for a Vote of Confidence?

- a. 10%
- b. 25%
- c. 40%
- d. 50%
- e. 75%

Citation:

32. Who is responsible for maintaining and administrating all STARFLEET computer records and databases?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

33. Regional Coordinators minimum rank is _____?

- a. Captain/Colonel
- b. Fleet Captain/Brigadier
- c. Commodore/Brigadier General
- d. Rear Admiral/Major General
- e. Vice Admiral/Lieutenant General

Citation:

34. How is the VCS position filled?

- a. Appointed by the Commander STARFLEET
- b. Elected with the Commander STARFLEET
- c. Appointed by the Admiralty Board
- d. Appointed by the Executive Committee
- e. Is the second place winner of the CS election

Citation:

35. STARFLEET annual awards nominations are due by?

- a. September 30th
- b. April 30th
- c. January 30th
- d. June 30th
- e. December 30th

Citation:

36. Positions of notable responsibility within STARFLEET are?

- a. Chapter Presidents
- b. Regional Coordinators
- c. Executive Committee Members
- d. All of the above
- e. None of the above

Citation:

37. What year was the Office of Inspector General opened?

- a. 1974
- b. 1986
- c. 1993
- d. 1997
- e. 2001

Citation:

38. The Inspector General can impose the following penalties?

- a. Court Martial and Expulsion
- b. Suspension of Duties, Privileges and Position
- c. Removal from Position and reduction in rank
- d. All of the above
- e. None of the above

Citation:

39. Within STARFLEET Command, name the third person in succession?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

40. How are the Admiralty Board members positions filled?

- a. Appointed by the Commander STARFLEET
- b. Elected with the Commander STARFLEET
- c. Appointed by the Admiralty Board
- d. Appointed by the Executive Committee
- e. From the Regional Coordinators within FLEET

Citation:

41. Within STARFLEET Command, name the fourth person in succession?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

42. Vote of Confidence records for STARFLEET will be retained for _____ years?

- a. 2
- b. 4
- c. 7
- d. 10
- e. 15

Citation:

43. Within STARFLEET Command, name the seventh person in succession?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

44. Within STARFLEET Command, name the fifth person in succession?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

45. Election records for STARFLEET will be retained for _____ years?

- a. 2
- b. 4
- c. 7
- d. 10
- e. 15

Citation:

46. Who is responsible for reporting STARFLEET finances?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

47. How old must the Assistant Inspector General be to hold the office?

- a. 23
- b. 25
- c. 18
- d. 35
- e. There is no age requirements

Citation:

48. When IRS rules are violated who is responsible?

- a. Commander STARFLEET
- b. Executive Committee
- c. Admiralty Board
- d. None of the above
- e. All of the above

Citation:

49. How are the Executive Committee member positions filled?

- a. Appointed by the Commander STARFLEET
- b. Elected with the Commander STARFLEET
- c. Appointed by the Admiralty Board
- d. Appointed by the Executive Committee
- e. From the Regional Coordinators within FLEET

Citation:

50. Who is responsible for the overall administration of STARFLEET Academy?

- a. Chief Financial Officer
- b. Chief of Communications
- c. Chief of Computer Operations
- d. Chief of Operations
- e. Commandant, STARFLEET Academy
- f. Director of Shakedown Operations Command, STARFLEET

Citation:

True / False Answers - 1 Point Each

1. When a promotion is denied, you have 90 days to appeal the decision.

- True False

Citation:

2. The Inspector General secures an independent CPA to receive and tally the ballots cast by members.

True False

Citation:

3. Donations made to FLEET, either cash or goods, are not tax deductible.

True False

Citation:

4. The Vice-Commander, STARFLEET may promote anyone to the rank of Captain.

True False

Citation:

5. A 2/3 vote is needed from the Admiralty Board to override an Inspector General's denial for a case.

True False

Citation:

6. The Regional Coordinators, like an electoral college, vote the will of their regions in the election for Commander, STARFLEET and Vice Commander, STARFLEET.

True False

Citation:

7. In no event shall there be more than one promotion within the command ranks within a twelve month period.

True False

Citation:

8. The Commander STARFLEET should micro manage the Executive Committee.

True False

Citation:

9. The changes in the STARFLEET Constitution that changed the scope of the Admiralty Board and Executive Committee are not the same as those in the Articles of Incorporation.

True False

Citation:

10. The Regional Coordinators may decommission ships in their region who do not send in their monthly reports.

True False

Citation:

11. The members of the STARFLEET corporation's Board of Directors and its officers are not generally responsible for the management of the business affairs of the corporation.

True False

Citation:

12. For extraordinary service to STARFLEET, a member may be promoted six months ahead of Time in Grade Schedule.

True False

Citation:

13. A sitting Regional Coordinator can call a Vote of Confidence on him/herself.

True False

Citation:

14. Members must serve as a Commander/Lieutenant Colonel for 24 months before being eligible for promotion to Captain/Colonel.
 True False

Citation:

15. Vice- Commander STARFLEET will be promoted to Vice Admiral/Lieutenant General upon election to that position.
 True False

Citation:

16. Ultra Vires Acts - A Corporation may do anything beyond the scope of its filed corporate charter (called its Articles of Incorporation).
 True False

Citation:

17. All promotions earned by attaining an office are considered field promotions until the member enters 13th month of satisfactory service.
 True False

Citation:

18. After six months serving as Acting Commander STARFLEET the Acting CS will be promoted to Fleet Admiral.
 True False

Citation:

19. The Regional Coordinators tally the votes in their regions in the Triennial election for Commander, STARFLEET.
 True False

Citation:

20. An Inspector General can keep records longer than the prescribed time frames.
 True False

Citation:

21. The Inspector General will not deal with violations of membership rights that are in the Membership Handbook.
 True False

Citation:

22. Only members of STARFLEET may vote in the triennial election.
 True False

Citation:

23. As the Commander, STARFLEET if the Vice Commander, STARFLEET is your right hand, then your Chief of Staff (CoS) is your left.
 True False

Citation:

24. If you resign from an appointed or elected office within 12 months, the promotion you received for that office will revert to your previous rank.
 True False

Citation:

25. STARFLEET has three paid employees.
 True False

Citation:

26. The Commander, STARFLEET is the Chairman of the Admiralty Board.

True False

Citation:

27. Deputy and Assistant Inspector Generals serve at the pleasure of the Inspector General.

True False

Citation:

28. The Vice-Commander, STARFLEET is the Chairman of the Executive Committee.

True False

Citation:

29. When an appeal for a promotion is denied, you have to wait 12 months before becoming eligible for promotion again.

True False

Citation:

30. The Inspector General reports directly to the Vice Commander STARFLEET.

True False

Citation:

31. Members can be nominated for promotion through United States Postal Service, email or online forms by a member in good standing of STARFLEET.

True False

Citation:

32. Letters of nomination for the office of Commander, STARFLEET are sent to the Regional Coordinators.

True False

Citation:

33. The By-Laws of STARFLEET are filed along with the Articles of Incorporation.

True False

Citation:

34. As the Commander STARFLEET, You are also responsible for administering five permanent, as well as any number of temporary, email lists.

True False

Citation:

35. Many charities benefit from STARFLEET member's fund raisers and personal contributions.

True False

Citation:

36. The Admiralty Board has all legal authority to amend the Membership Handbook and the Constitution of STARFLEET as it sees fit.

True False

Citation:

37. Every member of the Executive Committee has a Chief of Staff.

True False

Citation:

38. The Commander STARFLEET can remove the Inspector General at any time.

True False

Citation:

39. Only the nominator for a promotion can appeal a denial of promotion.

True False

Citation:

40. The Inspector General's Office can act as an arbitrator.

True False

Citation:

Short Answers - 4 Points Each

1. What should a **nomination letter** include when sent to the Inspector General?

Citation:

2. _____ is when a Corporation engages in an action that goes beyond the scope of its filed Articles of Incorporation.

Citation:

3. _____ & _____ are two deadline critical things important to the membership.

Citation:

4. When the STARFLEET Constitution changed the scope of the Executive Committee what did that change do for the Admiralty Board?

Citation:

5. Should a single member feel that the Commanding Officer is not acting according to the guidelines for conduct or in the best interests of the members, what recourse/procedures may the member follow?

Citation:

6. _____ is the best tool for the elimination of sexual harassment.

Citation:

7. One of your crew, who is in the military, is being sent overseas for a tour of duty. What can be done to assure his membership remains active? Also can he remain an active member of your chapter? Use your own personal thought process and information gathered from all of the manuals to solve this question.

Citation:

8. What is the motto for the Inspector General?

Citation:

9. Can a Commanding Officer be removed from his/her position? If so, how?

Citation:

10. _____ is the traveling salesman of FLEET.

Citation:

11. In the event that a promotion is refused or failed to approve what is the appeal process?

Citation:

12. A member of your crew has done a fantastic job of recruiting new members for a long time. You think they deserve a promotion but is already a full commander. Who has the primary resolution?

Citation:

13. When the Vice Commander, STARFLEET signs a contract for a site for an International Conference, whose names must be on the deposit check for the hotel?

Citation:

14. Explain the processing of nominations for Flag promotions and the notification of the results?

Citation:

15. What should a candidate's letter include when sent to the Inspector General?

Citation:

16. What year did the STARFLEET Constitution change the scope of the Executive Committee to a more narrowed scope of authority?

Citation:

17. What is the Time in Grade requirements for Command level promotions?

Citation:

18. Where are the Articles of Incorporation filed?

Citation:

19. The _____ coordinates the presentation of nominations to the EC, tallies the votes, prints out the promotion certificates mails them to the appropriate parties and also recognizes the efforts of our members through the advancement of rank.

Citation:

20. Your best friend (not a member of STARFLEET), who comes to all the meetings, would make a great first officer. Since you have a lot of friends who are "members" of your crew but have never joined STARFLEET either, would you have a problem appointing him as your XO? Authenticate your answer.

Citation:

21. Who determines at what level the member participates in STARFLEET, it's Academy, or other levels?

Citation:

22. List the types of records, who has access to, and who retains them from the Inspector Generals Office?

Citation:

23. What will the Inspector Generals Office **never** deal with?

Citation:

24. Explain the qualifications for Extraordinary Service promotions?

Citation:

25. Joe Q. Member sent in his renewal fee but has not received his membership packet. He has his canceled check. He has moved since sending the renewal. Who can fix this for the member?

Citation:

Essay - 10 Points - Pick One

(One to two paragraphs, no more than a page)

1. Using 3 of the CHARACTERISTICS OF GOOD LEADERS compare or contrast any 2 of the leading Captains from any of the shows or movies in the Star Trek Universe.
2. Use 5 of the CHARACTERISTICS OF GOOD LEADERS from the leadership manual to describe any Officer or Enlisted Character from any one of the shows or movies in the Star Trek Universe.
3. Using the Six-Step Problem Solving Process from the leadership manual. Take a theme/situation from any one of the shows or movies from the Star Trek Universe and show how the Six-Step Problem solving process was used to solve the problem. Please note show and episode title or movie.
4. List and describe at least 3 techniques from Leadership and Presentation section of the leadership manual, choose one Officer who exemplifies and one Officer who fails at showing Leadership through Presentation within the Star Trek Universe.
5. Pick an Officer from the Star Trek Universe that most fits your own style of leadership and describe what makes him or her a Leader using at least 3 of the CHARACTERISTICS OF GOOD LEADERS.

Congratulations!

You have just completed the Flag Officer's School Exam!

If you are planning to use this for a future Command Level Promotion, don't forget to save a copy for your records.

My test turn around time on electronic submissions is usually under a week.

Those who get a grade of DISTINCTION will be on my list for a possible Red Squad Award at the end of each year. Basis for that decision will be on the quality of the essay.

Good Luck!