

APPENDIX 1 UCE SUMMARY OF ENTRIES WAKISSHA Study Guide

appendix 1 uce summary of entries wakissha serves as a comprehensive overview of the various entries compiled by Wakissha, providing valuable insights into their classifications, key features, and significance within the context of the UCE (Universal Classification of Entries). This summary is essential for researchers, students, and professionals seeking an organized, detailed understanding of Wakissha's entries, which encompass diverse categories ranging from cultural artifacts to technical specifications. In this article, we will explore the core components of the appendix, highlight its importance, and break down its main ideas with detailed explanations to facilitate better comprehension and SEO optimization.

Understanding Appendix 1 UCE Summary of Entries Wakissha

The appendix functions as an organized catalog that categorizes and summarizes various entries associated with Wakissha. These entries are systematically arranged to make information retrieval efficient and accurate. The summary aims to distill complex data into manageable segments, making it accessible for readers with different levels of familiarity with the subject matter.

Purpose and Significance of the Appendix

Providing a Structured Overview

The primary purpose of Appendix 1 UCE is to offer a structured overview of Wakissha's entries, ensuring that users can quickly locate specific information without sifting through extensive data. This organization enhances usability and supports educational and research activities.

Facilitating Data Analysis and Decision Making

By consolidating entries into a summarized format, the appendix aids in data analysis, trend identification, and decision-making processes. It allows stakeholders to assess categories, understand relationships, and identify patterns within Wakissha's entries.

Supporting Standardization and Consistency

The summary promotes standardization by providing uniform descriptions and classifications. This consistency is crucial for maintaining data integrity across different applications and contexts.

Main Components of the UCE Summary of Entries Wakissha

The appendix is composed of several key components, each serving a specific role in organizing information effectively.

Categories and Classifications

Wakissha's entries are divided into broad categories based on their nature and function. These classifications help in organizing data logically.

- **Cultural Artifacts:** Items related to cultural heritage, traditions, and historical significance.
- **Technical Specifications:** Data pertaining to technical standards, measurements, and engineering details.
- **Literary Works:** Entries that include texts, manuscripts, and published literature.
- **Geographical Data:** Information related to locations, regions, and spatial features.
- **Biological Entries:** Data about flora, fauna, and biological classifications.

Description and Metadata

Each entry in the appendix includes detailed descriptions and metadata such as identifiers, dates, authors, and relevant notes. This information enhances the clarity and usability of the data.

Cross-Referencing and Links

To improve navigation, entries are cross-referenced with related items, providing links to connected entries or categories, facilitating comprehensive understanding.

Key Features of the Appendix 1 UCE Summary of Entries Wakissha

Understanding the features that make this appendix a valuable resource is crucial.

Comprehensive Coverage

The appendix covers a wide range of entries, ensuring that users have access to extensive data within Wakissha's scope.

Structured Data Presentation

Information is presented in a clear, organized manner, often using tables, lists, and headings to improve readability.

Searchability and Accessibility

The summarized entries are designed to be easily searchable, allowing users to find specific data quickly.

Regular Updates

The appendix is periodically updated to reflect new entries, modifications, or corrections, maintaining its relevance and accuracy.

Importance of the UCE Summary for Different Stakeholders

The appendix serves various user groups, each benefiting from its structured information.

Researchers and Academics

They utilize the summary to access detailed data efficiently, supporting their research, publications, and academic projects.

Government and Policy Makers

Policy makers can leverage the data to inform decisions related to cultural preservation, technological development, or environmental management.

Businesses and Entrepreneurs

Companies may use the entries to identify market opportunities, understand regional features, or develop products aligned with local cultural or technical standards.

Educational Institutions

Educators and students benefit from organized data for teaching, learning, and project work.

How to Use the Appendix 1 UCE Summary of Entries Wakissha Effectively

To maximize the utility of this resource, follow these guidelines:

- **Identify Your Area of Interest:** Determine which category or specific entries are relevant to your needs.

- **Use Search Functions:** Utilize available search features or indexes to locate entries quickly.
- **Review Descriptions and Metadata:** Read detailed descriptions to understand the context and significance of each entry.
- **Explore Cross-References:** Follow links to related entries to gain a broader understanding.
- **Stay Updated:** Regularly check for updates or new entries to keep your knowledge current.

Conclusion

The **appendix 1 uce summary of entries wakissha** is an invaluable resource that consolidates complex data into an accessible, organized format. Its comprehensive coverage, structured presentation, and cross-referencing capabilities make it essential for researchers, policymakers, educators, and business professionals. By understanding its main components?categories, descriptions, metadata, and links?users can effectively navigate and utilize the information contained within. Regular updates and thoughtful application of this summary will ensure that stakeholders make informed decisions and advance their knowledge in fields related to Wakissha?s entries. Whether for academic research, cultural preservation, technological development, or strategic planning, the appendix stands as a foundational reference for anyone engaging with Wakissha?s extensive data catalog.

Appendix 1 UCE Summary of Entries Wakissha provides a comprehensive overview of the various entries and data points associated with the Wakissha project, specifically within the context of the Universal Competency Examination (UCE). This appendix serves as a vital reference for stakeholders, educators, and researchers interested in understanding the nuances, outcomes, and implications of the entries submitted and processed within this framework. As an essential component of the overall assessment, it encapsulates detailed summaries that facilitate informed decision-making, strategic planning, and further analysis.

Introduction to Appendix 1 UCE Summary of Entries Wakissha

The Appendix 1 UCE Summary of Entries Wakissha functions as a condensed yet detailed record of the entries submitted for evaluation within the Wakissha segment of the UCE. This appendix is structured to provide a clear snapshot of each entry, including pertinent data such as submission dates, evaluation outcomes, and key attributes. Its primary purpose is to streamline the review process by offering an organized compilation that highlights significant patterns and insights across entries. The document not only aids in tracking progress but also supports ongoing quality assurance and process optimization efforts.

Overview of the Data and Methodology

The data summarized in Appendix 1 originates from a rigorous collection process that captures every submission within the specified period. The entries are categorized based on various

parameters, including the type of submission, origin, evaluative scores, and feedback received. The methodology employed involves quantitative data analysis complemented by qualitative assessments to ensure a holistic understanding.

Key Features of the Data Collection Process:

- Standardized submission forms to ensure consistency
- Multiple evaluation phases to validate accuracy
- Use of digital tools for real-time data tracking
- Incorporation of feedback loops for continuous improvement

Strengths:

- Ensures comprehensive coverage of all entries
- Facilitates quick identification of trends
- Supports data-driven decision-making

Limitations:

- Potential for data entry errors if not meticulously managed
- Reliance on digital infrastructure, which may face technical issues

Detailed Breakdown of Entries

The appendix categorizes entries into several groups based on their characteristics, such as submission type, assessment outcome, and relevance. This segmentation allows for targeted analysis and insights.

By Submission Type

Entries are classified into categories such as:

- Standard submissions
- Special cases
- Resubmissions

Standard submissions constitute the majority, reflecting routine processes, while special cases often

involve unique circumstances or exceptions. Resubmissions indicate areas where initial assessments were insufficient or failed, highlighting potential process gaps.

Pros:

- Clear differentiation helps tailor review strategies
- Identifies areas requiring additional attention

Cons:

- May complicate the overall analysis due to diverse categories

Evaluation Outcomes

Entries are assessed and assigned outcomes like:

- Approved
- Pending further review
- Rejected

The approval rate is a key indicator of the process's effectiveness and fairness.

Highlights:

- High approval rates suggest robust evaluation criteria
- Pending reviews point to areas needing process refinement
- Rejection reasons provide valuable feedback for applicants

Pros:

- Transparent performance metrics
- Enables targeted improvements

Cons:

- Rejections without detailed feedback can cause confusion

Relevance and Quality Indicators

The entries are also evaluated based on their relevance to the overarching project goals and overall quality, measured through various scoring metrics.

Features include:

- Content accuracy
- Completeness
- Originality

Advantages:

- Ensures high standards are maintained
- Facilitates recognition of exemplary entries

Disadvantages:

- Subjectivity in qualitative assessments may affect consistency

Pattern Analysis and Insights

A significant aspect of Appendix 1 involves analyzing the data for patterns that can inform future strategies.

Submission Volume Trends

Analyzing submission volume over time reveals peaks and troughs, often correlating with project milestones or external factors such as training sessions or policy changes.

Insights:

- Increased submissions after targeted outreach
- Drop-offs during holiday periods

Implications:

- Timing of outreach campaigns can be optimized
- Resource allocation can be adjusted based on submission cycles

Evaluation Success Rates

Tracking approval versus rejection ratios provides insights into the evaluation process's effectiveness.

Findings:

- Consistent approval rates suggest reliability
- Notable rejection clusters may indicate systemic issues

Recommendations:

- Review evaluation criteria during high rejection periods
- Conduct targeted training for evaluators

Feedback and Improvement Opportunities

The appendix also highlights areas where entries frequently encounter issues, such as incomplete documentation or misaligned content.

Actionable Steps:

- Develop detailed guidelines for applicants
- Implement pre-submission reviews or checks
- Offer feedback sessions for recurrent issues

Strengths and Features of the Wakissha Entries System

The system underpinning the entries in Wakissha demonstrates several key strengths that contribute to its overall robustness:

- Transparency: Clear documentation of each step and outcome fosters trust.
- Efficiency: Digital tracking streamlines processing times.
- Comprehensiveness: Wide coverage of various entry types ensures inclusivity.
- Adaptability: The system can evolve based on pattern insights and feedback.

Notable Features:

- User-friendly interface for submissions
- Automated alerts for pending or rejected entries
- Detailed reporting dashboards for stakeholders

Challenges and Areas for Improvement

Despite its strengths, the Appendix 1 summary uncovers certain challenges that require attention:

- Data Quality Control: Occasional inconsistencies in data entries necessitate stricter validation.
- Evaluator Bias: Subjectivity in qualitative assessments can affect fairness; training is essential.
- Resource Allocation: During peak periods, processing delays may occur, indicating a need for capacity planning.
- Feedback Delivery: Providing comprehensive feedback to applicants can enhance transparency and learning.

Conclusion and Final Thoughts

The Appendix 1 UCE Summary of Entries Wakissha stands out as a pivotal document that encapsulates the breadth and depth of the submission and evaluation process. Its detailed summaries enable stakeholders to monitor progress, identify bottlenecks, and implement strategic improvements. The system's transparency and data-driven approach foster an environment of continuous enhancement, ultimately contributing to the overarching goals of the Wakissha project and the UCE.

Looking ahead, leveraging the insights from this appendix can inform targeted interventions, refine evaluation criteria, and enhance user experience. By addressing identified challenges such as data consistency and feedback mechanisms, the system can evolve into an even more efficient and equitable platform. Overall, the Appendix 1 UCE Summary of Entries Wakissha exemplifies meticulous documentation that underpins successful project management and quality assurance.

In summary, this comprehensive review underscores the importance of detailed data summaries like Appendix 1 in fostering transparency, accountability, and continuous improvement within complex

evaluation systems. As the Wakissha entries continue to grow and evolve, ongoing analysis and adaptation will be key to sustaining success and achieving the desired outcomes in the broader context of the Universal Competency Examination.

Question What is Appendix 1 UCE and how does it relate to Wakissha? Appendix 1 UCE is a summarized list of entries related to Wakissha, providing an overview of key data points or records associated with the entity for quick reference. How can I access the latest summary of entries for Wakissha in Appendix 1 UCE? The latest summary can typically be accessed through official reports or databases where Appendix 1 UCE is published, such as government portals or organizational records. What are the common types of entries included in the Wakissha Appendix 1 UCE summary? Entries usually include financial transactions, registration details, compliance records, or other key data relevant to Wakissha's operations and reporting requirements. Why is the Appendix 1 UCE summary important for stakeholders of Wakissha? It provides stakeholders with a concise overview of Wakissha's entries, ensuring transparency, accountability, and informed decision-making. Are there any recent updates or changes to the entries listed in Wakissha's Appendix 1 UCE? Recent updates or changes are typically documented in the latest version of the appendix, reflecting new entries, amendments, or corrections made by Wakissha. How does the UCE summary facilitate compliance and reporting for Wakissha? It consolidates essential entries into a summarized format, simplifying compliance checks, audits, and reporting processes for regulatory and internal purposes.

Related keywords: appendix 1, uce summary, wakissha, entry list, university course outline, academic appendix, course summary, educational document, program overview, institutional report

ARMY EXECUTIVE SUMMARY FORMAT TEMPLATE

army executive summary format template

Creating an effective executive summary is a critical component of military documentation, especially within the Army. An army executive summary format template provides a structured approach to presenting complex information succinctly and clearly. Whether preparing reports, proposals, or strategic plans, understanding how to craft a well-organized executive summary ensures that decision-makers grasp the essential points swiftly, facilitating informed and timely decisions. This article offers a comprehensive guide to understanding, designing, and utilizing an army executive summary format template, ensuring your military reports are professional, clear, and impactful.

Understanding the Importance of an Army Executive Summary

What is an Executive Summary?

An executive summary is a concise overview of a longer report or document. It summarizes the key points, findings, recommendations, and conclusions, enabling readers to quickly comprehend the document's purpose and essential details without reading the entire report.

Why is it Essential in the Army?

In military operations and administrative processes, time is often limited, and decisions need to be made rapidly. An effective executive summary:

- Provides a quick snapshot of complex information
- Highlights critical issues and solutions
- Facilitates strategic decision-making
- Ensures commanders and stakeholders are aligned on core objectives

Benefits of Using a Standardized Format

Adopting a consistent template ensures:

- Clarity and professionalism
- Ease of preparation and review
- Uniformity across reports
- Improved communication within military units

Key Components of the Army Executive Summary Format Template

A well-structured executive summary typically contains the following sections:

1. Title and Identification

- Document title
- Report number or reference code
- Date of preparation
- Prepared by (name, rank, position)

2. Purpose or Objective

- Clear statement of the report's purpose
- The problem or issue addressed
- Scope of the report

3. Background or Context

- Brief overview of the situation leading to the report
- Relevant historical or situational context

4. Key Findings or Analysis

- Summary of critical data or observations
- Highlights of analysis performed
- Significant trends or patterns

5. Conclusions

- Summarized insights drawn from findings
- Main takeaways

6. Recommendations

- Actionable suggestions
- Prioritized steps
- Responsible parties

7. Summary and Closing Remarks

- Final remarks emphasizing urgency or importance
- Next steps or follow-up actions

8. Appendices and References (if applicable)

- Supporting data or documentation
- References to other reports or sources

Designing an Army Executive Summary Format Template

Creating a template involves ensuring that each section is clearly defined, visually accessible, and adaptable to various types of reports.

Best Practices for Template Design

- Use Clear Headings: Make each section easily identifiable.
- Maintain Consistent Formatting: Use uniform fonts, spacing, and numbering.
- Keep it Concise: Aim for one to two pages, focusing on essential information.
- Incorporate Visuals: Charts or tables can efficiently summarize data.
- Standardize Language: Use military terminology and clear, direct language.
- Include a Table of Contents: For longer reports, aiding navigation.

Sample Army Executive Summary Format Template

> Title: [Report Title]

> Reference Number: [XXXX-XXXX]

> Date: [YYYY-MM-DD]

> Prepared by: [Name, Rank, Position]

Purpose:

[Briefly state the purpose of the report]

Background:

[Provide context or background information]

Key Findings:

- [Finding 1]
- [Finding 2]
- [Finding 3]

Conclusions:

- [Summary of insights]

Recommendations:

- [Action Step 1]
- [Action Step 2]
- [Action Step 3]

Summary:

[Final remarks emphasizing the importance of the report and next steps]

Attachments:

- [List of appended documents or data]

Steps to Develop an Effective Army Executive Summary Using the Template

1. Gather and Analyze Data

Before drafting, collect all relevant data, reports, and analysis results. Ensure accuracy and clarity.

2. Define the Purpose

Clearly understand what the executive summary aims to communicate?whether it's a problem statement, status update, or strategic recommendation.

3. Draft Each Section

Use the template sections as guides:

- Write succinctly, focusing on essential information.
- Use bullet points for clarity.
- Avoid jargon unless necessary, and define abbreviations.

4. Review and Edit

- Verify accuracy and completeness.
- Ensure clarity and conciseness.
- Seek feedback from colleagues or superiors.

5. Finalize and Distribute

- Format the document professionally.
- Attach relevant appendices or data.
- Distribute to stakeholders promptly.

Best Practices for Using the Army Executive Summary Format Template

- Consistency: Always adhere to the template to maintain professionalism.
- Customization: Adjust sections as necessary for specific reports.
- Update Regularly: Revise the template periodically to reflect new reporting standards or organizational changes.
- Training: Educate personnel on effective executive summary writing and template utilization.

Common Mistakes to Avoid

- Overloading the summary with excessive details.
- Omitting key findings or recommendations.
- Using ambiguous language.
- Ignoring the target audience's information needs.
- Failing to proofread for errors and clarity.

Conclusion

An army executive summary format template is an invaluable tool for military professionals aiming to communicate complex information efficiently. By following a standardized structure, personnel can produce clear, concise, and impactful summaries that support strategic decision-making and operational success. Proper design, consistent application, and continuous refinement of the template ensure that reports are professional and aligned with military communication standards.

Implementing a robust executive summary template within your unit or organization not only streamlines report preparation but also enhances clarity and effectiveness in conveying critical information. Whether for strategic planning, operational updates, or project proposals, mastering the

army executive summary format template is essential for effective military communication.

Army Executive Summary Format Template: A Comprehensive Guide for Clear and Effective Communication

In the realm of military operations and strategic planning, clarity, brevity, and precision are paramount. The army executive summary format template serves as a vital tool for military personnel to distill complex information into a concise, accessible document that facilitates quick decision-making and effective communication. Whether preparing for a briefing, reporting on mission progress, or summarizing strategic initiatives, understanding the structure and best practices of an authoritative executive summary is essential. This article explores the key components, formatting guidelines, and practical tips for crafting an impactful army executive summary using a standardized template.

Understanding the Purpose of an Army Executive Summary

An executive summary in the Army context functions as a snapshot of a larger report, proposal, or plan. Its primary goal is to provide senior leadership and stakeholders with a clear, comprehensive overview of critical information without requiring them to review the entire document.

Key objectives include:

- Summarizing complex data and analysis succinctly
- Highlighting key findings, recommendations, and conclusions
- Facilitating informed decision-making
- Ensuring consistency and professionalism across reports

Given these objectives, the army executive summary format template must balance depth with brevity, ensuring the reader quickly grasps essential points.

Core Elements of the Army Executive Summary Format Template

A well-structured executive summary adheres to a standardized format that promotes clarity and logical flow. The essential components include:

- Title and Identification Block
- Title: Clearly indicate the document's purpose, e.g., "Executive Summary of Mission Analysis" or

"Strategic Operations Report."

- Date: Include the date of preparation.
- Author/Unit: Name of the responsible officer or unit.
- Reference Number: For tracking and cross-referencing.

- Introduction

- Briefly describe the purpose of the report.
- Provide context or background information necessary for understanding the summary.
- State the scope, including what is covered and any limitations.

- Background and Situation Overview

- Summarize the current operational environment.
- Highlight critical factors impacting the mission or project.
- Use bullet points or short paragraphs for clarity.

- Key Findings and Analysis

- Present the main insights derived from the detailed report.
- Focus on data-driven conclusions.
- Use subheadings for different sections (e.g., enemy disposition, logistical status, operational risks).

- Conclusions

- Summarize the main takeaways.
- Emphasize implications for ongoing or future operations.

- Recommendations

- Clearly outline suggested actions or decisions.
 - Prioritize recommendations if applicable.
 - Be specific, actionable, and supported by data.
-
- Summary and Closing Remarks
-
- Recap the core message.
 - Reinforce the importance of recommended actions.
 - Include any next steps or follow-up actions.
-
- Attachments or Appendices (if necessary)
-
- Reference detailed reports or data.
 - Keep attachments concise and relevant.

Formatting Guidelines for the Army Executive Summary Template

Consistency and professionalism in formatting enhance readability and credibility. Here are recommended formatting standards:

- Length: Typically 1-2 pages, depending on complexity.
- Font: Use a standard, easy-to-read font such as Times New Roman or Arial, size 12.
- Margins: 1-inch margins on all sides.
- Spacing: Single-spaced, with clear paragraph separation.
- Headings: Bolded and capitalized to denote different sections.
- Bullet points and Lists: Use for clarity and emphasis.
- Numbering: Use numbered lists for steps or prioritized items.
- Page Numbers: Include in the footer for multi-page documents.

Practical Tips for Crafting an Effective Army Executive Summary

Creating a compelling executive summary requires attention to detail and strategic editing. Consider the following best practices:

- Know Your Audience

- Tailor the content to the knowledge level and interests of senior leaders.
- Focus on what matters most?operational impact, risks, and suggested actions.

- Be Concise and Specific

- Avoid jargon or overly technical language unless necessary.
- Use clear, straightforward language.
- Keep sentences short and to the point.

- Highlight Critical Information

- Lead with the most important findings and recommendations.
- Use bold or italics sparingly to emphasize key points.

- Maintain Objectivity and Credibility

- Present facts supported by data.
- Avoid subjective opinions unless explicitly noted.

- Use Visual Aids Sparingly

- Incorporate simple charts or tables if they enhance understanding.
- Ensure visuals are clear and directly relevant.

- Review and Edit Ruthlessly

- Check for accuracy, clarity, and consistency.
- Seek feedback from colleagues or supervisors.
- Trim unnecessary details to maintain brevity.

Sample Army Executive Summary Format Template

Below is a sample layout illustrating the typical structure of an army executive summary:

[Title of Executive Summary]

Prepared by: [Name/Unit]

Date: [MM/DD/YYYY]

Reference Number: [Optional]

Introduction

This executive summary provides an overview of [purpose], focusing on [scope]. It aims to inform decision-makers about [main goal].

Background and Situation Overview

- Brief context of the operation or issue.
- Summary of current operational environment.
- Key challenges or constraints.

Key Findings and Analysis

- Enemy Disposition: [Summary]
- Logistical Status: [Summary]
- Operational Risks: [Summary]
- Other Critical Factors: [Summary]

Conclusions

Based on the analysis, the following conclusions are drawn:

- [Key conclusion 1]
- [Key conclusion 2]
- [Key conclusion 3]

Recommendations

To address the identified issues, the following actions are recommended:

- [Recommendation 1]
- [Recommendation 2]
- [Recommendation 3]

Summary and Next Steps

This summary emphasizes the need for prompt action on [specific recommendations]. The next steps involve [actions], with follow-up scheduled for [date].

Conclusion: The Significance of a Standardized Format

The army executive summary format template is more than a bureaucratic formality?it is a strategic communication tool that ensures vital information is conveyed efficiently and effectively. By adhering to a standardized structure, military personnel can produce reports that are easily digestible, professional, and impactful. This consistency not only saves time for busy decision-makers but also enhances the credibility of the reports, fostering trust and clarity within military operations.

In an environment where decisions can have profound consequences, mastering the art of the executive summary is indispensable. Whether you are drafting a quick situational update or a comprehensive strategic plan, a well-crafted executive summary rooted in a proven format template will serve as a cornerstone of effective military communication.

In summary, understanding and utilizing a army executive summary format template equips military professionals with a powerful tool to communicate complex information succinctly, support strategic decisions, and uphold the standards of military professionalism.

Question What is an army executive summary format template? An army executive summary format template is a standardized document layout designed to present key information concisely and effectively for military reports, proposals, or plans. **Why is using an executive summary template important in the army?** Using a template ensures consistency, clarity, and efficiency in communication, allowing military leaders to quickly grasp essential details without sifting through lengthy reports. **What are the key components typically included in an army executive summary template?** Key components usually include an introduction, purpose, background, main findings or recommendations, conclusions, and action items or next steps. **How can I customize an army executive summary template to fit specific needs?** Customization can be done by adjusting sections to reflect the specific project or mission details, adding relevant data or visuals, and aligning the format with organizational standards. **Are there any standard army executive summary templates available online?** Yes, various military and government websites provide downloadable

templates or examples that adhere to official formatting standards. What length should an army executive summary typically be? Generally, it should be concise, about one to two pages, summarizing the most critical information without unnecessary details. Can I include visuals or charts in the army executive summary template? Yes, incorporating visuals like charts, graphs, or maps can enhance understanding and provide quick insights into complex data. What are common mistakes to avoid when using an army executive summary template? Common mistakes include being too vague, including irrelevant information, exceeding recommended length, or failing to follow the standardized format. How does an effective army executive summary template improve decision-making? It provides clear, concise, and pertinent information that helps leaders make informed decisions rapidly and accurately. Where can I find training or guidance on creating an army executive summary using the proper template? Training resources are available through military leadership development courses, official army manuals, or internal communication and documentation guidelines.

Related keywords: army report template, military executive summary, army document format, military report sample, army project summary, executive summary template, military documentation format, army briefing template, military report guidelines, army presentation format

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