

STARFLEET COMMAND'S SEVENTH FLEET



USS WHITE BUFFALO

NCC 80116

PROMOTIONAL GUIDEBOOK

*These are only guidelines and ideas.
They are subject to change and are given at the discretion of the Command Staff and the Seventh Fleet.
The merits in each category must be earned by doing more than one kind of activity or project.
The Captain has final say on approval of rank advancements, and has the ability to award field promotions as they see fit.
All Merit points must be recorded on the PMP Request Form, and submitted to your department chief or commanding officer.*

PARTICIPATION:
(Attendance of activities)

- Attend the Monthly Ship Activity
 - 1 merit for attending
 - 1 merit for being on time
 - 1 merit for bringing assigned food/materials
(80% attendances earns 1-year service pin)
- Participate in PERSONAL Science Fiction Activities (Must make a report on it)
 - 2 merits
- Attend own DEPARTMENT meeting
 - 2 merits
- Attend other DEPARTMENT meeting
 - 1 merit
- Attend OTHER fan clubs on your own (Must make a report on it)
 - 1 merit
- Participate in a GAMING EVENT (Including the Fleet RPG)
 - 1 merit
- Participate in a GAMING COMPETITION
 - 3 merits
- Attend AREA CONVENTIONS (If serving, choose PARTICIPATION OR SERVICE, but not both)
 - 5 merits per day
- Attend OUT OF STATE CONVENTIONS
 - 30 merits
- Acquire your own UNIFORM
 - 30 merits
- Wear uniform at club activities requiring UNIFORMED ATTIRE. (name badges, t-shirts, jewelry do not qualify as a uniform.)
 - Up to 3 merits
- Purchase USS KELLY MERCHANDISE and COLLECTABLES (Key chains, name tags, patches, T-shirts, etc.)
 - 2 Merits per item
- Purchase your own STAR TREK MERCHANDISE and COLLECTABLES
 - 3 Merits per item
 - 5 Merits per REFERENCE item including the CONCORDANCE, TECHNICAL MANUAL, STAR TREK ENCYCLOPEDIA, etc.
- Submit an article to the Fleet's Cookbook.
 - 3 Merits per submission.

KNOWLEDGE:
(Tests, trivia, education, etc.)

TRIVIA KNOWLEDGE

Take ACADEMY TEST

- 0-10% 1 merits
- 11-19% 5 merits
- 20-29% 10 merits
- 30-39% 15 merits
- 40-49% 20 merits
- 50-69% 25 merits + automatic advancement to Ensign
- 70-100% 30 merits + automatic advancement to Lt. JG

Take OTHER ACADEMY TEST see merit scale above

Take COMMANDING OFFICERS TEST

(must be LIEUTENANT and have all other necessary PMPs towards LT. COMMANDER- may retake after 6 months.)

- 0-49% 0 merits
- 50-69% 5 merits
- 70-79% 10 merits
- 80-89% 20 merits
- 90-99% 30 merits
- 100% 35 merits

Complete KNOWLEDGE MERIT SHEETS (must have all answers correct and pass verbal testing)

Purchase and/or receive (includes electronically) the KELLY COMMUNIQUE

3 Merits per issue

TRIVIA COMPETITIONS: (Must have Command staff present except at convention)

Win against equal rank (cannot go against the same person more than once a month) up to 5 merits

Win against higher rank: up to 10 merits

Trivia at Conventions:

- Answer audience question correctly : 3 merits
- Ask question that stumps panel: 5 merits
- Compete on panel and win: 10 merits
- Compete on panel and lose: Up to 3 merits

MEMORIZATION (Of General Orders, Security Codes, Starship listings, Episode Title in order)

Up to 3 merits

VIEW EPISODES (and be tested) (This is only valid through the XO, Captain or Seventh Fleet personnel (Commodore or higher)

- 1 - 20% 1 Merit
- 21 - 40% 2 Merits
- 41 - 60% 3 Merits
- 61 - 80% 4 Merits
- 81 - 100% 5 Merits

CREATE WORD PUZZLE OR GAME using up to at least 50 terms or questions (Must be neatly typed)

1 Merit per 10 terms/questions up to 5 merits

EDUCATIONAL KNOWLEDGE

Certificate of completion, or report card must be shown to command staff for credit.

School GRADE POINT AVERAGE per quarter/semester/trimester (for secondary school, votech, university, or college)

1 merit per period

3 merits per period

5 merits per period

EARN DIPLOMA/ GRADUATION CERTIFICATE

- High School/GED Diploma 10 merits
- VoTech or Associates Degree 12 merits
- Bachelor of Science/Arts 15 merits
- Master of Science/Arts 20 merits
- Doctor of Philosophy 25 merits
- Medical Doctor/Vet/Dentist etc 25 merits
- Military Training 10-25 (dependent on intensity of training and program learned)

CONTINUED EDUCATION COURSES

(i.e., CPR, First Aid, Swimming, Reading, Hunter Safety, Life guarding, Cooking, Sewing etc.)

2-10 merits (dependent on course length and intensity.)

BOOK REPORTS/ RESEARCH PAPERS

(May not have been submitted for other course work. Must be an original work done for the purpose of increasing knowledge in an area or for enjoyment.)

(Prior approval must be obtained from department head.)

2-10 merits (dependent on length, detail, citations and grammar.)

BOY SCOUT / GIRL SCOUT / YOUTH GROUP / MILITARY / WORK ADVANCEMENT

(Improvement in rank, badges, promotion, etc. Must be approved by command staff)

Up to 5 merits

WORK CONSISTENCY (Maintaining a steady job builds experience, a good resume, and can improve work ethics.)

1 Merit for each full year on job

2 merits for two years on the same job

3 merits for three years and so on.

SERVICE:

(Projects, Newsletter, fund raisers, and community service)

DEPARTMENTAL ASSIGNMENT

(Ongoing project to keep ship's departments running. Each person in the department is eligible to receive the 3 merits, only if he actively participates. Must be recommended by the department head.)

3 merits per month

COMMAND STAFF PROJECT (Chosen and assigned by Command Staff) (These projects are made for the benefit of the ship.)

Up to 10 merits

PERSONAL PROJECTS and ASSISTANCE OF OTHERS WITH THEIR PROJECTS (Must have approval of command staff. Can involve numerous things.

This is an open category. Assisting other club members with activities/ tasks or doing a project of your own thinking. Be creative ☺

Up to 10 merits

PERSONAL PROJECT that you SHARE WITH THE GROUP. (Must be shared with the club through

either a club meeting or activity. Give copy of report to command staff.)

Up to 10 merits

HELP OTHERS with the projects.

Up to 5 Merits per project.

DONATE to ship fund

1 Merit per \$1.00

Donate items to Kelly Auction

1 Merit per item

CLEAN-UP CREW AT ACTIVITIES (Each member who participates will receive the points)

2 merits

SERVE AT A CONVENTION

5merits per day . 7 merits per day if you purchase a ticket as well.

COMMUNITY SERVICE: (Must be approved by Command staff)

(Can involve many things.. volunteering to help with community theatre performance, CAPSA, Literacy programs, Humane Society etc.)

Up to 10 merits per activity

DONATING to a Non-Profit Organization (MDA, Autism Speaks, Children's Miracle Network, etc.) through the use of "Wall Receipts"

(shamrocks, puzzle pieces, hot-air ballons, etc.). A quick photo proof of purchase is preferred.

1 Merit per \$1.00 if in your name

2 Merits per \$1.00 if in the name of the Fleet or your Chapter

FUND RAISER

Up to 10 merits per day

Up to 20 merits if you organize and implement the fund raiser.

TURN IN ARTICLES FOR YOUR CHAPTERS NEWSLETTER

(Articles can be departmental reports, activity updates, puzzles, etc.)

Up to 5 merits if it gets used.

Up to 3 merits if submitted but not used.

Write a LETTER to a StarTrek or science fiction pen pal and share information with the club.

Up to 3 merits

CONTRIBUTE to your CHAPTERS WEBPAGE.

Merits dependent upon what is contributed, length, complexity dependent.

LEADERSHIP or SERVICE

Points in this area can be placed in either leadership or service merits for completion of ranks. Must be approved by command staff.

ORGANIZE and COORDINATE volunteer work.

Up to 10 merits

TEACHING

Full course at a teaching institution up to 10 merits per class

Graduate or Teaching Assistant up to 5 merits per class

Other courses (CPR, Life skills such as reading/writing/math, private tutoring on volunteer basis etc.)

Up to 10 merits per course dependent on time involved, difficulty level, # of students.

Participate in BIG BROTHER / BIG SISTER type program or ADOPT A GRANDPARENT

Up to 5 merits

BRING Brother / Sister / Grandparent to CLUB ACTIVITY/MEETING (at least 2 activities or meetings)

(The Command Staff feel that this increases the support group and friends of the individual being brought)

Up to 10 merits

BOY SCOUT / GIRL SCOUT / YOUTH GROUP LEADER / COACH

(Must be approved by command staff)

Up to 10 merits

LEADERSHIP

(Training others, experience, planning and leading activities)

- CREATE AN ORIGINAL USS KELLY FLYER introducing the club (Must be approved by command staff before distribution)
Up to 5 merits (3 for creation, 2 for distribution)
- Make a PRESENTATION to the club, teach a class, etc.
(Cost of the presentation is your choice. Points awarded are not based on money spent but by the effectiveness of the presentation.)
Up to 5 merits
- PLAN an ACTIVITY (make all arrangements and follow through)
Merits based on complexity of activity.
- SUGGESTIONS for ship activities or for the betterment of the ship.
Up to 3 merits per quarter, more if suggestion is used for the club.
- RUN/GM a Gaming event (Roleplaying, Cards etc)
Up to 3 merits
- CONDUCT a ship-wide meeting
5 merits
- HOST a DEPARTMENT MEETING (your own) (This means have the meeting at your home and do a refreshment. CO must know of meeting.)
2 merits
- Become a DEPARTMENT HEAD or Command Staff Member
30 merits
- Become an ASSISTANT DEPARTMENT HEAD
10 merits
- Provide DEPARTMENT TRAINING (and keep members in your department active) (Only available for department heads or assistant department heads.)
Up to 10 merits (Must keep department informed of activities and keep department active with the ship)
- ASSIST in raising department member's rank (for Department Heads)
Up to 3 merits
- REPORT PROGRESS OF DEPARTMENT TO THE CAPTAIN (preferably written but can be oral or part of newsletter)
Up to 3 merits per month
- INTRODUCE NEW MEMBERS TO THE CLUB (You will be responsible for keeping that member informed until he/she/it attends two (2) activities/meetings.
After this time, you turn in their application (so you get the credit for getting them here, and they will be given orders and assigned a department.)
10 merits per new member
- ATTEND STAFF MEETINGS (Only for Department Heads or substitutes unless invited by Command Staff)
merit for attendance, but late
merits for attendance, on time
merits for attendance, on time, prepared
merits for conducting
merits for hosting , and conducting
- For every year served aboard ship, 1- YEAR SERVICE PIN
Up to 20 merits (determined by participation level)

DEMERITS

(Subtracted from leadership)

- Senior officer NOT ATTENDING staff meetings and not assigning a member of their department (age sixteen or over) to attend
(Department head must report substitution to the Command Staff before the meeting. Emergency exempt.)
2 demerits
- ASSIGNED PERSON not attending staff meetings
2 demerits
- DISOBEYING a superior officer
10 demerits
- Turning in late work
3 demerits
- Not following through with an assignment or activity after agreeing to do so.
5 demerits
- BACK-BITING about any member of the crew (Don't bring problems onto the ship)
3 demerits
- NEGATIVE COMMENTS about the ship and its organization (if there is a problem, please work it out with the command staff)
5 demerits