WELCOME TO SOS, CLASS 21A!

You have been registered to participate in Virtual In-Residence Remote (VIR-R) course 21A starting 16 Nov – 18 Dec. *If you find this message to be an error please contact your unit training manager to be removed from the course immediately.

This letter will outline your expectations and what you need to know to successfully complete the course.

What is Virtual In-Residence Remote (VIR-R)?

VIR-R is a combination of self-paced instruction and live classroom discussion through virtual engagement with your assigned flight.

You are expected to complete between 120 -130 hours of instruction which includes self-paced readings and homework assignments, daily zoom sessions, electives, and guest speakers.

1. In order to complete class assignments and participate in class discussions you will need:
   i. Internet access
   ii. A laptop or computer with a webcam or video enabled device with a camera and microphone (a personal device is preferable).
      *Smartphones and tablets are optional tools and are able to access our learning platform.
   iii. Access to the following apps (recommend they be downloaded to your device)
      - Zoom
      - Google Calendar

2. All lesson modules and assignments are located on AU CANVAS (lms.au.af.edu). Clicking the link below will take you to the SOS Check-In form.
   https://forms.gle/yJ7BVmURNhv6D1tR9
   Once you enter the form select your name from the drop-down menu and input your email address and phone number. Upon submission you should receive an email with your CANVAS username and password, assigned Flight and Flight Commander, Squadron Commander and DO information.
   **The link for check-in will open on 14 Nov**
   Please use a personal device (laptop, tablet, or smartphone) when accessing the QR code link. The link does not work well on government issued devices.

3. Education Day 1

Your first event of the day will be a mandatory Zoom OPS check with your SOS Flight Commander, followed by a pre-recorded SOS welcome message.

UOD (Military): ABUs/ OCPs/ FTUs
(Civilian): Professional and Casual business attire
Your Flight Commander will be making contact with you in some form NLT 14 Nov. It is best to check your .mil email and your canvas inbox as this may be the only form of contact they have to reach out to you initially. If you do not receive an initial contact from your instructor please email Student Services at soc.dps@us.af.mil. In your email, please provide the squadron you are in along with your Flight Commander’s name (if able).

If you are having issues with login credentials and CANVAS access, please reach out to Mr. Shane Trego at shane.trego.1.ctr@us.af.mil. Please provide your name, email address and explain the issue you are having. CANVAS help questions are very popular and come in high volume during the start of a new class. Please be patient as our team works diligently through them to assist you.

Your credentials may be sent to the email address associated with your DEERS account. It is best to make sure you have access to that email otherwise you may miss out on CANVAS login information.

**Leave policy during holidays**
Squadron Officer School does not have a policy for granting leave during the virtual SOS classes. The determination will fall on your leadership at your TDY-IN PLACE location. It is important that any leave does not conflict with any scheduled SOS instruction. Missing more than three (3) education days of instruction can result in the consideration of possible disenrollment from the course.
If you are going to take leave or miss any days during the course you should do the following:
1. Inform your SOS Flight commander you are intending to miss days the during course
2. Have a travel plan and COVID-19 mitigation plan
3. Take any and all equipment needed to participate in your Flights schedule session

**Student Status**
While enrolled in SOS VIR-R 21A have unit change your duty status from “Present for duty” to “Student”.

If you have further question please visit our website at https://www.airuniversity.af.edu/SOS or contact SOS student services.

Email soc.dps@us.af.mil - DSN 493-3231 - COMM (334) 953-3231