

Attachment 1
Military Knowledge and Testing System (MKTS) Chart

Scale	Level of Understanding	Nature of Understanding in the Level for Promotion Testing
A	Knowledge	Remembering learned material; may involve the recall of a wide range of material from specific facts to complete theories, but merely requires bringing to mind the appropriate information
B	Comprehension	The ability to grasp the meaning of material; may be shown by translating material from one form to another; by interpreting material (explaining or summarizing).
C	Application	The ability to use learned materials in new and concrete situations; may include the application of such things as rules, methods, concepts, principles, laws, and theories.
D	Analysis	The ability to break down material into its component parts so that its organizational structure may be understood; may include the identification of the parts, analysis of the relationship between parts, and recognition of the organizational principles involved.

Indicates the importance need to level of understanding within each topic is necessary to fulfill your professional responsibilities	
1	Extremely Important
2	Very Important
3	Important
4	General Knowledge (Nontestable this promotion cycle)
N/A	Not Applicable

REQUIRED LEVEL OF IMPORTANCE FOR PROMOTION TO:	SSgt	TSgt	MSgt	SMSgt	CMSgt
Chapter 1—AIR FORCE HERITAGE					
1.2. The Dawn of Flight	A4	A4	A4	A4	A4
1.3. The Early Days of the United States Air Service (1907-1917):	A4	A4	A4	A4	A4
1.4. The First Air War	A4	A4	A4	A4	A4
1.5. Controversy and Records, 1920s Airpower					
1.6. Air Corps Tactical School and the Rise of the Bomber (1930s Air Corps)	A4	A4	A4	A4	A4
1.7. General Headquarters Air Force (1935-1939)	A4	A4	A4	A4	A4
1.8. The Air Corps Prepares for War	A4	A4	A4	A4	A4
1.9. Airpower in World War II: The European Theater	A3	A3	A3	A3	A3
1.10. The Tuskegee Airmen	A3	A3	A3	A3	A3
1.11. Air War in the Pacific	A3	A3	A3	A3	B3
1.12. Air Force Independence and the Cold War	A3	A3	B3	B3	B2
1.13. Cuban Missile Crisis (1962)	A1	A1	B1	B1	B1
1.14. Vietnam, 1961-1973	A3	A3	A3	A3	A3
1.15. The Post-Vietnam Era and the end of the Cold War	A2	A2	B2	B2	B2
1.16. Desert Storm (The Air Campaign against Iraq, 1990-1991)	A2	A2	B2	B2	B2
1.17. Operations Provide Relief, Impressive Lift, and Restore Hope—Somalia (1992-1994)	A2	A2	B2	B2	B2
1.18. Operation Allied Force	A3	A3	A3	B3	B3
1.19. Operations Noble Eagle, Enduring Freedom, and Iraqi Freedom (Global War on Terrorism)	A3	A3	A3	B3	B3
1.20. Historical Perspective Conclusion	A2	A2	B2	B2	C2
1.21. Airman Exemplars	A2	A2	A2	A2	B2
1.22. The Medal of Honor	A4	A4	A4	A4	B4
Chapter 2—ENLISTED HISTORY					
2.2. Milestones of World War I (1917-1918)	A3	A3	A3	A3	A3
2.3. Milestones of World War II (1939-1945)	A3	A3	A3	A3	A3
2.4. The Cold War (1948-1991)	A3	A3	A3	A3	A3
2.5. The Berlin Airlift (1948-1949)	A3	A3	A3	A3	A3
2.6. The Korean War (1950-1953)	A3	A3	A3	A3	A3

REQUIRED LEVEL OF IMPORTANCE FOR PROMOTION TO:	SSgt	TSgt	MSgt	SMSgt	CMSgt
Chapter 2—ENLISTED HISTORY					
2.7. The War in Southeast Asia (1950-1975)	A3	A3	A3	A3	A3
2.8. The Air War Expands (1965-1968)	A3	A3	A3	A3	A3
2.9. Vietnamization and Withdrawal (1969-1973)	A3	A3	A3	A3	A3
2.10. Humanitarian Airlift	A3	A3	A3	A3	A3
2.11. Post-Vietnam Conflicts	A3	A3	A3	A3	A3
2.12. Gulf War I (1990)	A3	A3	A3	A3	A3
2.13. Operations Provide Comfort and Northern Watch, Iraq (1991-2003)	A3	A3	A3	A3	A3
2.14. Operation Southern Watch, Iraq (1992-2003)	A3	A3	A3	A3	A3
2.15. Operations Provide Relief, Impressive Lift, and Restore Hope— Somalia (1992-1994)	A3	A3	A3	A3	A3
2.16. Operation Uphold Democracy, Haiti (1994)	A3	A3	A3	A3	A3
2.17. Operation Provide Promise, Sarajevo and Bosnia-Herzegovina (1992-1996)	A3	A3	A3	A3	A3
2.18. Operation Deny Flight, Bosnia (1993-1995)	A3	A3	A3	A3	A3
2.19. Operation Allied Force, Kosovo (1999)	A3	A3	A3	A3	A3
2.20. Operations Noble Eagle and Enduring Freedom	A3	A3	A3	A3	A3
2.21. Operation Anaconda	A3	A3	A3	A3	A3
2.22. Operation Iraqi Freedom	A3	A3	A3	A2	A2
2.23. Iraq and Afghanistan	A3	A3	A3	A2	A2
Chapter 3—ORGANIZATION					
Section 3B—Command Authority	A3	A3	A2	B2	C2
Section 3C—Department of Defense	A3	A3	A2	B2	C2
Section 3D—Department of the Air Force	A3	A3	A2	B2	C2
Section 3E—Other Services	A3	A3	A2	B2	C2
Chapter 4—AIR FORCE DOCTRINE, AIR AND SPACE EXPEDITIONARY FORCE (AEF), AND JOINT FORCE					
Section 4B—Air Force Doctrine	A3	A3	B2	C2	C2
Section 4C—Air and Space Expeditionary Force	A3	A3	B2	C2	C2
Section 4D—The Joint Force	A3	A3	B2	C2	C2
Section 4E—Joint and Coalition Capabilities	A3	A3	B2	C2	C2
Section 4F—Joint Operation Planning and Execution System	N/A	N/A	A3	A3	A3
Chapter 5—EMERGENCY MANAGEMENT					
Section 5B—Emergency Management Program Operation	A4	A4	A4	A4	A4
Section 5C—Air Force Incident Management System	A4	A3	A3	A3	A3
Section 5D—Incident Management	A3	A3	A3	C3	C3
Section 5E—Major Accident and Natural Disaster Threats	A1	C1	C1	D1	D1
Section 5F—Chemical, Biological, Radiological, and Nuclear Enemy Attack and Terrorist Use of Material Threats	A1	A1	C1	D1	D1
Chapter 6—STANDARDS OF CONDUCT					
Section 6B—Law of Armed Conflict	A1	B1	C1	D1	D1
Section 6C—Code of Conduct	C2	C2	C2	C2	C2
Section 6D—Everyday Conduct	C1	C1	D1	D1	D1
Section 6E—Ethics and Conflict of Interest Prohibitions	A3	B3	C3	D3	D3
Section 6F—Political Activities	A3	B3	C3	D3	D3
Chapter 7—ENFORCING STANDARDS AND LEGAL ISSUES					
Section 7B—The Air Force Inspection System	A3	A3	C3	C3	C3
Section 7C—Inspector General Complaints Program	C2	C2	D2	D2	D2
Section 7D—Individual Standards	B1	C1	D1	D1	D1
Section 7E—Punitive Actions	B1	C1	D1	D1	D1
Section 7F—Legal Issues	N/A	N/A	C3	C3	C3
Chapter 8—MILITARY CUSTOMS, COURTESIES, AND PROTOCOL FOR SPECIAL EVENTS					
Section 8B—Symbols	A3	A3	A3	B3	B3
Section 8C—Professional Behavior	B1	B1	C1	C1	D1
Section 8D—Drill and Ceremony	A2	A2	B2	B2	D2

REQUIRED LEVEL OF IMPORTANCE FOR PROMOTION TO:	SSgt	TSgt	MSgt	SMSgt	CMSgt
Chapter 8—MILITARY CUSTOMS, COURTESIES, AND PROTOCOL FOR SPECIAL EVENTS					
Section 8E—Honor Guard	A3	A3	A3	B3	B3
Section 8F—Protocol	N/A	N/A	B2	B2	C2
Section 8G—Distinguished Visitors (DV)	N/A	N/A	B1	C1	D1
Section 8H—Military Ceremonies	N/A	N/A	B1	C1	D1
Chapter 9—ENLISTED FORCE DEVELOPMENT					
Section 9B—The Enlisted Force Structure	B1	B1	C1	D1	D1
Section 9C—Enlisted Professional Military Education	A2	A2	B2	C2	C2
Section 9D—Military Ethics	B1	B1	C1	D1	D1
Section 9E—Enlisted Force Development	A4	A4	A3	B2	C1
Section 9F—The Profession of Arms: An Airman’s Perspective	N/A	N/A	B2	B2	D1
Section 9G—Personal Professionalism	N/A	N/A	C1	D1	D1
Chapter 10—LEADERSHIP					
Section 10B—Leadership	B3	B2	C3	D2	D1
Section 10C—Followership	B3	B2	C3	D3	D2
Section 10D—Mentoring	A3	B3	C3	B3	D2
Section 10E—Developmental Counseling	A3	B3	C3	C2	D2
Section 10F—Full Range Leadership Development (FRLD)	A3	B3	B2	C3	D2
Section 10G—Mentorship	N/A	N/A	B3	C2	D2
Section 10H—Strategic Leadership	N/A	N/A	B3	C2	D1
Chapter 11—THE ENLISTED EVALUATION SYSTEM (EES)					
Section 11B—Individual Responsibilities	4	4	4	4	4
Section 11C—Performance Feedback	4	4	4	4	4
Section 11D—Enlisted Performance Reports	4	4	4	4	4
Chapter 12—TRAINING AND EDUCATION					
Section 12B—Training Management	B3	B2	C1	C1	D1
Section 12C—Community College of the Air Force	B3	B2	C1	C1	D1
Section 12D—Air University Associate-to-Baccalaureate Cooperative Program (AU-ABC)	A3	B3	C2	C2	D3
Section 12E—Education	A3	B3	C2	C2	D2
Chapter 13—RESOURCE MANAGEMENT					
Section 13B—Traits of a Healthy Team	A2	A3	B3	C2	D2
Section 13C—Managing Resources Other Than Personnel	B3	B2	C3	C2	D2
Section 13D—Planning, Programming, Budgeting, and Execution	N/A	N/A	C3	C2	D2
Section 13E—SNCO Day-to-Day Resource Management	N/A	N/A	C2	C1	D1
Section 13F—Government Property and Equipment	N/A	N/A	C2	C1	D2
Section 13G—Facility Management	N/A	N/A	C3	C2	D3
Section 13H—Energy Conservation Program	N/A	N/A	C3	C2	D3
Chapter 14—COMMUNICATING IN TODAY’S AIR FORCE					
Section 14B—Communication Basics	A2	B1	C1	D2	D1
Section 14C—Seven Steps for Effective Communication	A2	B2	C1	D2	D1
Section 14D—Writing	A3	B3	C3	C1	D2
Section 14E—Face-to-Face: Speaking and Listening	A3	B2	C1	D3	D1
Section 14F—Electronic Communications and the Internet	A3	B3	C3	C1	D2
Section 14G—Conducting an Effective Interview	A4	A3	C1	D3	D1
Section 14H—Staff-Level Communication	N/A	N/A	C3	C1	D2
Section 14I—Instruments of Written Communication	N/A	N/A	C3	C1	D2
Chapter 15—PERSONNEL PROGRAMS					
Section 15B—Manpower Management	A3	A3	A3	B2	C2
Section 15C—Enlisted Assignments	A4	A4	B3	B3	C2
Section 15D—Family Care	A4	A4	A4	A4	A4
Section 15E—Reenlistment and Retraining Opportunities	A4	A3	B3	B3	C2
Section 15F—Benefits and Services	A4	A4	A4	B3	B3
Section 15G—Personnel Records and Individual Rights	A3	A3	B3	B3	C2
Section 15H—Awards and Decorations	A4	A3	A3	B3	B3

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Chapter 15—PERSONNEL PROGRAMS					
Section 15I—Airman Promotion System	B3	B3	C2	C2	D1
Section 15J—SNCO Promotion Program	N/A	N/A	C2	C2	D1
Section 15K—Manpower Management	N/A	N/A	B3	C2	C2
Section 15L—Commercial Services Management	N/A	N/A	B4	B3	C3
Section 15M—Civilian Personnel Management and Programs	N/A	N/A	B3	C2	C2
Chapter 16—WING SUPPORT					
Section 16B—Air Force Portal	A4	A4	A4	B4	B4
Section 16C—Military Pay, Allowances, and Entitlements	B3	B3	C3	C3	C2
Section 16D—Leave Management	A3	A3	B2	B2	C2
Section 16E—Equal Opportunity	A3	A3	B3	B3	C3
Section 16F—Legal Services	A4	A3	B3	B3	B3
Section 16G—Ground Safety	B3	B3	C3	C2	D2
Section 16H—Risk Management	B3	B3	C2	C2	D2
Section 16I—Sexual Assault	B3	B3	C2	C2	D2
Chapter 17—DRESS AND APPEARANCE					
Section 17B—Dress and Appearance	B3	B2	C4	C4	C4
Chapter 18—FIT FORCE					
Section 18B—Physical Fitness and Fitness Components	A3	B3	B3	C4	C4
Section 18C—Nutrition	A3	B3	B3	B3	B3
Section 18D—Substance Use/Misuse	A3	B3	B3	B3	C2
Section 18E—Tobacco Use	A3	A3	A3	A3	A3
Section 18F—Medical Care	A3	B3	B3	C3	C3
Section 18G—Suicide Prevention	B3	B3	C3	C2	C1
Section 18H—Posttraumatic Stress Disorder (PTSD)	A4	B3	B3	B3	C3
Section 18I—Stress Management	A4	B3	C3	C2	C2
Section 18J—Redeployment Support Process	A4	A3	B3	C2	D1
Chapter 19—SECURITY					
Section 19B—Information Assurance	A3	A3	B3	B3	D2
Section 19C—Installation Security	B2	B2	C2	C2	D2
Section 19D—Antiterrorism Program	B3	B3	C3	C3	D2
Chapter 20—AIR FORCE KNOWLEDGE					
20.2. Tail Flashes	A4	A4	B4	B4	B4
20.3. Current Weapon Systems	A4	A4	B4	B4	B4
20.4. Air Force Vocabulary	A4	A4	B4	B4	B4
20.5. Pledge of Allegiance	A4	A4	B4	B4	B4
20.6. National Anthem	A4	A4	B4	B4	B4
20.7. United States Air Force Hymn	A4	A4	B4	B4	B4
20.8. High Flight	A4	A4	B4	B4	B4
20.9. The Air Force Song	A4	A4	B4	B4	B4
20.10. Total Force	A4	A4	B4	B4	B4
20.11. Career Fields Occupational Badges	A4	A4	B4	B4	B4
20.12. Specialized Headgear	A4	A4	B4	B4	B4
Chapter 21—ORGANIZATIONAL MANAGEMENT					
Section 21B—Organizational Design	N/A	N/A	A3	A3	A3
Section 21C—Managing Organizational Change	N/A	N/A	A3	B2	B2
Section 21D—Conflict Management	N/A	N/A	A3	B2	B2
Section 21E—Problem Solving	N/A	N/A	B2	B2	D2
Section 21F—Project Management	N/A	N/A	A3	A3	A2
Chapter 22—HUMAN RESOURCE DEVELOPMENT					
Section 22A—Power	N/A	N/A	B2	C2	C2
Section 22B—Unit Morale	N/A	N/A	A3	C3	C3
Section 22C—Transactional Analysis	N/A	N/A	C3	C3	C3
Section 22D—Performance Counseling	N/A	N/A	C3	C3	C3

REQUIRED LEVEL OF IMPORTANCE FOR PROMOTION TO:	SSgt	TSgt	MSgt	SMSgt	CMSgt
Chapter 23—CRITICAL THINKING AND DECISION MAKING					
Section 23B—Critical Thinking and Human Behavior	N/A	N/A	A2	B2	C2
Section 23C—Critical Thinking in Groups	N/A	N/A	A3	B2	B2
Section 23D—Critical Thinking and Organizational culture	N/A	N/A	A3	B2	B2
Chapter 24—STUDYING EFFECTIVELY					
Section 24B—Effective Study Habits in Eight Easy Steps	A4	A4	B4	B4	B4
Section 24C—Study Strategies	A4	A4	B4	B4	B4
Section 24D—Military Knowledge and Testing System (MKTS)	A4	A4	B4	B4	B4
Section 24E—Know Your Learning Style	A4	A4	B4	B4	B4
Chapter 25—YOUR LEGACY AS AN AIR FORCE PROFESSIONAL STARTS TODAY					
25.2. Definition	A4	A4	B4	C4	C4
25.3. Commitment to the Profession of Arms	A4	A4	B4	C4	C4
25.4. Professional Identity	A4	A4	B4	C4	C4
25.5. Our Credibility Fuels Others' Ability to Trust Us	A4	A4	B4	C4	C4
25.6. Professional Mind-sets	A4	A4	B4	C4	C4
25.7. Continuously Seek Feedback—the Breakfast of Leaders	A4	A4	B4	C4	C4
25.8. Professional Relationships	A4	A4	B4	C4	C4
25.9. Refining our Air Force Culture	A4	A4	B4	C4	C4
25.10. Unshackle our Critical Thinkers	A4	A4	B4	C4	C4
25.11. Embrace Moral Courage and Take a Stand	A4	A4	B4	C4	C4
Terms	A4	A4	A4	A4	A4
Rank Insignia	A1	A1	B2	B2	B2
Air Force Awards and Decorations	A1	A1	B2	B2	B2