

Note to Scoutmasters:

- (1) Read Part 1-6 for each rank before you conduct the SM Conference.
- (2) Do not give these books to Scouts. They are kept in the file cabinet. Scouts may download a copy from the website.
- (3) Scouts must come to the SM Conference with their Scout Handbook. Have them use the book if they need a quick reference. Scouts need to know how to reference their book.
- (4) Intent of SM Conferences for T/F through 1C is teaching unless the Scout is totally unprepared or clueless. If so, send them back to study. You should be more demanding for Star – Eagle. They must know their T/F – 1C Scout Skills; if not – stop the conference, send them back to study, and reschedule only at your convenience. Chide them for wasting your time. We want the Star-Eagle Scouts in the business of teaching younger Scouts – we cannot do that if they do not know their skills.
- (5) When Scouts request a SM Conference, remind them that it is their job to review the material prior to the SM Conference. If it is apparent that they have not reviewed the material, inform them that you will not begin the Scoutmaster Conference and it will be rescheduled at your convenience.
- (6) This booklet is a guide. The SM May ask additional technical questions from prior ranks (use the Scout Handbook) if warranted by the fact that the Scout does not have a good grasp on ALL T/F – 1C technical skills.
- (7) Finally, use this as an opportunity to get to know the Scout better. Find out what he likes and dislikes about Scouting and the Troop – use that as feedback for the monthly Scoutmaster’s meetings.

Note to Scouts

- (1) It is your job to contact the ASM/SM associated with your patrol to arrange a SM Conference. Any SM may do you SM Conference. However, you should only ask other SMs if the ones associated with you patrol are not available. This means that you have contacted them personally and they said no because of their schedule.
- (2) The questions noted in the booklet are a guide for the SM. He/She may ask you additional questions for past ranks. You are expected to know all Scout technical skills for this rank and your previous ranks. This requirement becomes much more stringent if you are going for Star through Eagle. If the Scoutmaster determines that you have not prepared, he/she will stop the conference and you will reschedule at the convenience of the SM since you have wasted their time once.
- (3) You are required to bring your Scout Handbook to the SM Conference. It is acceptable if you need to occasionally refer to your book to answer a question or demonstrate a skill – note the emphasis placed on occasionally. Make sure you have all the proper signatures and dates in your Handbook. Make sure you have all of your Merit Badge Blue Cards with you -- preferably in a binder, in plastic baseball card sleeves showing the award card on the front side and the Blue Card signatures on the back side, and organized by date received. Also bring complete filled Scoutmaster Conference Preparation Worksheet.
- (4) Wear your full Class A uniform, including the Merit Badge sash. All uniform insignia/emblems must be current and up to date, including rank and leadership position.

Tenderfoot

Scoutmaster's Conference Workbook – Tenderfoot

Scoutmasters – Complete items 1-6. Upon completion of the Scoutmaster Conference, place this workbook back in the Scout's individual file folder in the office filing cabinet. Do not give this book to Scouts. They can download a copy from the website.

1. General Information

(a) Scoutmaster _____

(b) Date _____

2. Scoutmasters must evaluate the Scout on all requirements for the Scoutmaster Conference rank. The intent is “**hands-on**” as much as possible – demonstrate not discuss. Use the Scoutmaster Conference buckets for “hands-on” items. Some items (such as axes, stoves, lanterns, and other equipment) are located in the trailers or shed. Questions starting with the word “demonstrate” mean demonstrate (not discuss) by the Scout.

As discussed at the Scoutmaster Meeting, the purpose of this type of forum is:

- Ensure that our Scouts know the material as we will expect them to be the teachers of the future – this provides a quality check in the troop.
- Objectivize the SM Conference – i.e. 85%”Go” rate in paragraph 3.
- Equalize SM Conference among Scoutmasters. It also serves as a memory jogger for Scoutmasters.

Credit should be given for the tasks if the Scout **generally** knows the material – exactness is required for some but not all questions. For instance, they do not need to recite by rote all of the symptoms for a heart attack. However, if it is clear that they do not know the material on a particular subject, move on and have them do that at a later date. Allows Scouts to use their handbook on an infrequent basis - we want ensure that they know how to navigate within their book. The GO/NO GO questions are a guideline. Scoutmasters have the prerogative to ask additional T/F – 1C questions from past ranks if it is clear that the Scouts does not have a grasp on technical skills.

Complete the following spreadsheets as the Scout finishes each part.

Rank	Part	GOs	NO-GOs	TOTAL
Scout	Part I			2
Tenderfoot	Part II			125
Added Questions (If Deemed Necessary)				
Total is 127 w/ No Added Questions				127

Score Recapitulation

Number of GOs	
Number of NO-GOs	
TOTAL	
Number of GOs/Divided by Total*100	

3. Summary. Go needed on both of following to pass SM Conference.
- (a) Achieved 85% or better on all questions.
 - (b) Passed Uniform Inspection within Past Year. Check Scout's individual file folder in the office/file holder. (SPL and TG work out scheduled inspections.)

Go	No-Go
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All GO's, then sign-off Scoutmaster's Conference in Scout Handbook.

4. Have the Scout state three goals that he wants to complete by the next Scoutmaster's Conference.

(a) _____

(b) _____

(c) _____

5. Have the Scout state when he plans to attain the next rank: _____

6. Make a copy of this page and give a copy to the Scout. Place Scoutmaster Conference Workbook in the Scout's individual file folder in the office filing cabinet.

PART I (Scout)

- 1) Demonstrate tying the square knot
- 2) Demonstrate the Scout Salute – must be a smart salute with arm at 90 degrees to side of body – forearm and hand straight.

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PART I SUMMARY

Number of GOs	Number of NO-GOs

Total should add up to 2 if no additional questions asked by the SM.
Report GOs and NO-GOs in Paragraph 2.

PART II (Tenderfoot)

- 1) Tell why it is important for each patrol member to share in meal preparation and cleanup.
- 2) Why is it important for the patrol to eat together?
- 3) Demonstrate how to whip and fuse the ends of a rope.
 - a) Nylon Rope (fuse)
 - b) Natural Rope (whip)
- 4) Demonstrate tying the following knots and state their uses:
 - a) Two half hitches
 - i) Demonstrate knot
 - ii) Knows use of knot
 - b) Taut-line hitch.
 - i) Demonstrate knot
 - ii) Knows use of knot
- 5) Discuss the rules of safe hiking on the highway (day and night) and cross country (day). Explain what to do if you are lost.
 - a) Rules of safe hiking
 - i) Highway
 - (1)Day
 - (a) Hike in single file facing traffic if no sidewalk
 - (b) Use light colored clothing
 - (c) Never hitchhike
 - (2)Night – All of above plus a flashlight, reflective vest, or reflective strips around right arm or leg
 - ii) Cross Country
 - (1) Stay on trails – don't walk on vegetation
 - (2) Watch where you place your feet to avoid slipping or twisting ankles
 - (3) Use bridges to cross streams
 - (4) Water crossing
 - (a) Wade through water if there is no other way to go
 - (b) Cross only if it is shallow and current not too swift
 - (c) Unfasten hip belt of backpack in case you need to let it go.
 - (5) Detour around areas that appear to be dangerous.

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PART II (Tenderfoot)

- b) What do you do if you become lost?
 - i) Knows the acronym STOP
 - ii) Explain meaning of S = STAY CALM
 - iii) Explains meaning of T = THINK
 - iv) Explains meaning of O = OBSERVE
 - v) Explains meaning of P = PLAN
- 6) Demonstrate raising, lowering and folding the American Flag. Use the troop flagpole.
 - a) Raise
 - i) Requires 2 people
 - ii) One person holds folded flag and prevents it from touching ground
 - iii) Other person attaches flag to halyard
 - iv) Flag is raised briskly
 - v) When flag has left arms of person holding flag, he steps back and salutes
 - vi) Other person ties the halyard to the flagpole
 - b) Lower
 - i) Requires 2 people
 - ii) One person unfastens the halyard
 - iii) Slowly lower the flag.
 - iv) 2nd person salutes
 - v) When flag within reach, the saluter gathers the flag with his arms.
 - vi) 1st person removes the flag from the halyard and ties the halyard to the pool
 - c) Fold
 - i) Requires 2 people
 - ii) Fold in half lengthwise
 - iii) Fold again in half lengthwise
 - iv) Make triangular folds from the non-blue end
 - v) Fold triangular until nothing shows but blue
 - vi) Knows how to carry the flag

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PART II (Tenderfoot)

- 7) Repeat from memory and explain in your own words the Scout Oath, Law, Motto, and Slogan
- a) Scout Oath
 - i) Repeat from memory – 3 parts
 - (1) On my honor, I will do my best to do my duty to God and country, and to obey the Scout Law;
 - (2) To help other people at all times;
 - (3) To keep myself physically strong, mentally awake, and morally straight.
 - ii) Explanation of meaning
 - (1) Part 1
 - (a) On my honor
 - (b) I will do my best
 - (c) To do my duty to God
 - (d) And my country
 - (e) And obey the Scout Law
 - (2) Part 2 - To help other people at all times
 - (3) Part 3
 - (a) To keep myself physically strong
 - (b) Mentally awake and
 - (c) Morally straight
 - b) Scout Law
 - i) Repeat from memory
 - (1) Trustworthy
 - (2) Loyal
 - (3) Helpful
 - (4) Friendly
 - (5) Courteous
 - (6) Kind
 - (7) Obedient
 - (8) Cheerful
 - (9) Thrifty
 - (10) Brave
 - (11) Clean
 - (12) Reverent

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PART II (Tenderfoot)

- ii) Explanation of meaning
 - (1) Trustworthy
 - (2) Loyal
 - (3) Helpful
 - (4) Friendly
 - (5) Courteous
 - (6) Kind
 - (7) Obedient
 - (8) Cheerful
 - (9) Thrifty
 - (10) Brave
 - (11) Clean
 - (12) Reverent
- c) Scout Motto
 - i) Repeat from memory – Be Prepared
 - ii) Explanation of meaning
- d) Scout Slogan
 - i) Repeat from memory – Do a Good Turn Daily
 - ii) Explanation of meaning
- 8) Know your patrol name, give the patrol yell, and describe your patrol flag.
 - a) Patrol Name
 - b) Patrol Yell
 - c) Patrol Flag
- 9) Explain why we use the buddy system in Scouting. Knows when the buddy system is used.

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PART II (Tenderfoot)

10) Identify local poisonous plants and tell how to treat for exposure.

a) Identification (using pictures)

- i) Poison Ivy
- ii) Poison Sumac
- iii) Poison Oak



A **climbing vine** with three serrated-edge, pointed leaves grows in the East, Midwest and South. In the northern and western states, it grows as a non-climbing shrub.



Has three leaves. It grows in the sandy soil of the Southeast as a **small shrub**. In the western United States, it is a very large plant which grows as a standing shrub or climbing vine



A shrub or bush with two rows of 7 - 13 leaflets; most common in the peat bogs of the Northern United States and in swampy Southern regions of the country

b) What causes human reaction to these plants? Poison ivy, poison oak, and poison sumac have a poisonous sap in their roots, stems, leaves and fruit. The sap is released when the plant is bruised. The sap irritates your skin.

c) Symptoms

- i) Severe itching of the skin.
- ii) Later, a red inflammation and blistering.

d) First Aid

- i) Immediately wash with soap and water
- ii) Change clothes
- iii) Calamine may help relieve itching

11) Demonstrate the Heimlich maneuver and tell when it is used. (Do everything except part [d].)

- a) Stand behind victim
- b) Clasp hands together
- c) Knuckle of one thumb above naval and below rib cage
- d) Thrust hands inward and upward
- e) Repeat Heimlich until obstruction clears or medical help arrives.

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PART II (Tenderfoot)

12) Discuss the first aid for the following:

a) Simple cuts and scratches

i) Small Wound

- (1) Wash with soap and water
- (2) Apply antiseptic
- (3) Keep wound clean with bandage
- (4) Clean and re-bandage daily

ii) Larger Cuts

- (1) Use direct pressure to stop bleeding
- (2) Cover with a sterile gauze or clean cloth folded into pad
- (3) Hold the pad in place with tape, cravat bandage, or other binder

b) Blisters on the hand or foot

i) Cut moleskin in the shape of doughnut and place

ii) Shape several more doughnuts and stack them on top of the first.

iii) If you are hiking, must continue, and think that the blister will break;

- (1) Wash area of blister with soap and water
- (2) Sterilize a pin in the flame of a match
- (3) Prick the blister near the lower edge – press out liquid
- (4) Keep the wound clean with a sterile bandage.

c) Minor burns or scalds (1st Degree). Hold under cool water or apply a cold compress.

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PART II (Tenderfoot)

- d) Bites or stings of insects and ticks
 - i) Bee or Wasp
 - (1) Scrape away stinger with edge of a knife blade
 - (2) Apply an ice pack
 - ii) Ticks
 - (1) Grasp with tweezers close to skin until it comes out – do not squeeze, twist or jerk the tick
 - (2) Wash with soap and water after tick removed
 - (3) Apply antiseptic
 - iii) Chigger
 - (1) Try not to scratch
 - (2) Apply calamine lotion or fingernail polish
 - iv) Spiders
 - (1) Possibly, treat for shock.
 - (2) See a physician as soon as possible if black widow or brown recluse
 - (3) Monitor victim for additional symptoms.
- e) Poisonous snakebite
 - i) Get victim to a physician as soon as possible
 - ii) Remove rings and other jewelry that might cause problems if the area swells
 - iii) If the you must wait for medical help, have victim lie down with the bitten part of the body lower than the rest of the body
 - iv) Encourage victim to stay calm.
 - v) Possibly treat for shock
 - vi) Do not make any cuts on the bite
 - vii) Do not apply ice.
- f) Nosebleed
 - i) Sit up and lean forward to prevent blood from going into throat
 - ii) Hold nostrils together

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PART II (Tenderfoot)

- g) Frostbite and sunburn
 - i) Frostbite
 - (1) Get into a tent or building
 - (2) Slowly warm up frostbitten skin
 - (3) Avoid rubbing skin
 - (4) May hold frozen part in warm, not hot, water.
 - ii) Sunburn – Treat as 1st degree burn as described in 12.c

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PART II SUMMARY

Number of GOs	Number of NO-GOs

Total should add up to 125 if no additional questions asked by the SM.
Report GOs and NO-GOs in Paragraph 2.