OUR MISSION

The Army Force Management School (AFMS) provides force management education and training to Leaders, Soldiers, and Civilians Army-wide.

COURSE DESCRIPTION

The four-week How the Army Runs Course (HTARC) is designed to educate and train military and civilian Force Managers on how the Army runs in the Operational Environment (OE). HTARC teaches the roles, missions, and functions of the seven interdependent and continuous processes within the Army Force Management Model (e.g., strategy, joint capabilities integration and development system, defense acquisition system, structure, authorizations, personnel, and materiel), the nine Force Integration Functional Areas (e.g., structuring, manning, equipping, training, sustaining, funding, deploying, stationing, and readiness), and the requirements and acquisition processes that work together to produce trained, ready, lethal, and modern forces for Combatant Commanders.

The target audience is officers (Captain through Colonel; WO2-WO5) and civilians (GS 11-15) working in or going to a force management coded position, and contractors in support of Army operations. SFC(P), MSG/1SG, and SGM/CSM performing force management duties may also attend with a waiver on a space available basis.

Colin Hoyseth
HTARC Course Director
Comm: 703.805.1274
DSN: 655.1274
## COURSE SCHEDULE

<table>
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Classroom instruction is presented in lecture / demonstration, small or large group discussion, peer partner learning, role playing, case study, practical exercise, panel, guest speaker, and structured overview format. Some lessons incorporate practical information and exercises to increase the students’ ability to apply material in a working environment. The primary course text is *How the Army Runs: A Senior Leader Reference Handbook*, supplemented by current and draft Army publications to increase student familiarity and knowledge of existing and emerging force management practices.

## HTARC PROVIDES

In-depth and detailed instruction on force management processes & procedures. The course is comprised of six modules:

- **Strategy** – focused on National, Defense, Joint, and Army level.
- **Capabilities Development** – focused on the Joint Capabilities Integration Development System (JCIDS) and the Army’s Capabilities Integration Development System (A-CIDS).
- **Material Development** – focused on the Defense Acquisition System (DAS).
- **Force Structure** – focused on force structure decision processes: Total Army Analysis (TAA), Command Plan, Structure and Manpower Allocation System (SAMAS), Structure and Composition System (SACS).
- **Planning, Programming, Budgeting, and Execution** (PPBE) – focused on Defense and Army processes.
- **Force Development** – focused on organization integration / organization assessment (O1/OA).

## PRACTICAL EXERCISES

The opportunity to learn and demonstrate, through hands-on practical exercises, the effective analysis and communication skills required to conduct force management activities:

- **Student Research/Study** – ability to conduct specified research on a force management topic of your interest.
- **Force Management System Web (FMS Web)** – ability to gain hands-on familiarization.
- **Case Study** – allows student groups to develop and present solutions using both personal experience and material learned in the program of instruction. Focus is on Affordability, Supportability and Executability of solutions to structure issues.
- **Capstone Project** – affords students the opportunity to select one of up to ten current force management problems and, using the knowledge gained from the course and personal experience, develop an innovative solution to be presented to the Headquarters, Department of the Army Force Management Office.

## HOW TO REGISTER FOR HTARC CLASSES

Contact your ATRRS POC or Training Manager and ask to attend ATRRS Course: 134-HTARC-100-3R.

If you need assistance, please contact our Registrar:

Mr. Duane Stubbs  
703.805.4904  
DuaneStubbs ctr@mail.mil

AFMS is an equal opportunity education and training institution for the Total Army (all components, all commands).
In August 2014, the Army accredited AFMS as an institution in which the people, processes and systems used deliver a high quality, trained and educated Leader, Soldier or Civilian. In 2018, AFMS achieved American Council on Education (ACE) credentialing for selected courses, including the HTARC. AFMS has been a member of the Council on Occupational Education (COE) since 2014. As an Army training and education proponent, AFMS develops Army learning products for the following fields of expertise:

- Force Development
- Force Generation (Global Force Management)
- Force Integration
- Force Management
- Force Structure Documentation
- Total Army Analysis (TAA)

THE ARMY FORCE MANAGEMENT SCHOOL PROVIDES:

- In-depth, cost effective Force Management (FM) and Strategic Leadership education and training across eight resident courses
- Exportable training to Department of Defense units upon request
- One-on-one, tailored education and training for Department of Defense senior leaders
- Chapter authors and publication support for the "How the Army Runs: A Senior Leader Reference Handbook"

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AFMS facilities are Americans with Disabilities Act (ADA) compliant.