

AFTER ACTION REVIEW

PLAN

- Establish objectives for AAR
- Select qualified observers
- Review the training and evaluation plan
- Identify the participants
- Plan stop points during exercises for AAR's
- Make potential site selections
- Select training aids
- Draft an AAR plan
- Review the unit's training objectives and plan

PREPARATION

- Review the training objectives, orders, and doctrine
- Observe the training
- Organize the selected AAR Site
- Collect information from the observers
- Develop a discussion outline
- Organize and rehearse

CONDUCT

- Restate the unit's mission and event's training objectives
- Generate discussion
- Orient on training objectives
- Seek maximum participation
- Continually summarize to emphasize key learning points

LEADERS TIP: If possible, write down soldier's feedback (sustain/improve) on butcher paper mounted on easel. Soldiers are more active in providing feedback if they see you care enough to write down their comments.