

[REDACTED]

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[REDACTED]

Executive Summary

Background:

During January, 2010, the Director mandated that training will be developed and implemented for essential personnel involved in all aspects relating to the retrieval and analysis of data towards operational outcomes. In short, the requirement is for all essential personnel to know how to access data within the myriad of databases, and once data is found, developing an analytical methodology to insure that if actionable intelligence is generated, then logical investigation is conducted. The intent is to enhance the capabilities of the workforce leading to proactive measures to [REDACTED]

[REDACTED] To this end, the National Security Branch (NSB) tasked the Training Division, [REDACTED] [REDACTED] to develop and implement training designed to educate our analytical cadre, to include Intelligence Analysts, Staff Operations Specialists, Language Specialists, Surveillance Specialist Groups, and Special Agents. The integration of the analytical and operational personnel will ultimately result in the formation of [REDACTED] Teams throughout the Bureau.

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Course Goals

Two courses will be developed, designed, and implemented to achieve the aforementioned desired results. The first course is, "Data Familiarization." The second course, using the first course as a prerequisite is named, [REDACTED]

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[REDACTED] Both courses will be structured to emphasize that any exploration of databases and retrieval of data is intrinsically linked to legal authorities and prohibitions based on U.S Constitutional Law, Executive Orders, Attorney General Guidelines (AGG-DOM), and the Bureau's Domestic Investigations and Operations Guide (DIOG). Case studies will be used to

facilitate training through discussion to demonstrate application of legal process and authority.

"Data Familiarization" Length: 4-5 days

Course Learning Objectives:

- Demonstrate to students how to find and access a myriad of [REDACTED] b7E
- Once data is located and retrieved, demonstrate what the logical next steps (protocol) to fully analyze the data
- Prevent acts of terrorism by educating personnel in modeling a proactive mindset via thorough analysis of data
- Demonstrate that thorough data analysis leads to successful operational outcomes

Course Lessons:

DAY ONE:

1. VISION STATEMENT & COURSE OVERVIEW PLATFORM (30 MINS)
 - A. Vision statement provided by NSB DAD
 - B. Describes the vision for the Data Familiarization course
 - C. Course Coordinator briefly describes course outline and delivery methods
2. INTRODUCTIONS (Staff and Students)(30 MINS)
 - A. Each instructor provides a very brief introduction (Name, Organization/Intelligence Background, Years of Experience, etc)
 - B. Students provide a brief introduction (Name, duty location, position, years of experience)
3. COURSE OVERVIEW (Details): Operational Mindset, Roles and Responsibilities, [REDACTED] b7E
[REDACTED]
4. Legal Authorities and Intro to Case Studies

5. Data Manipulation: MS Excel
6. Data Collection Review

DAY 2:

- 1.
- 2.
- 3.

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4. Case Studies (Known)

DAY 3:

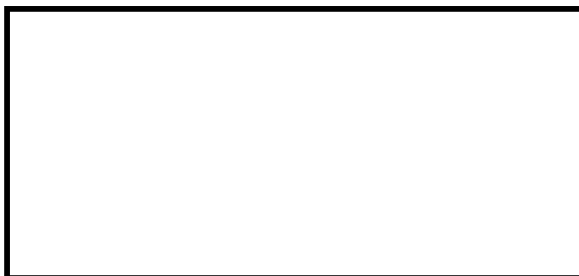
- 1.
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DAY 4:

- 1.
- 2.
- 3.
- 4.

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5. Case Studies (Known-continued)

DAY 5:

1. Exercise: Cross Program Case Scenarios
Create "walk through" of data to search
(why) and application of [REDACTED]
[REDACTED]

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- Conclusions and Wrap-up
- Student Findings and Actual Process