

Integrating the Army Green Force Wiki into Army Knowledge Management Operations

Example:

**The Battle Command Knowledge System (BCKS) Standing
Operating Procedures (SOP) Portal Wiki**

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21 October 2008



Purpose of the SOP Portal Wiki

- Provide an online Wiki collaborative based approach toward generating standing operating procedures (SOPs).
- Instead of each unit having to generate their own library of individual SOPs this portal will act as a central Army repository for SOPs that all units and personnel can use. While a generic approach is recommended, individualized units SOPs can be done if desired.
- Crowd source the generation and maintenance of SOPs. Anyone with a valid AKO account of the correct type can add an SOP or edit an existing one, if allowed by the original author.
- Provide for 24x7 global updating of SOPs in response to rapidly changing conditions.
- Provide for consistency of SOPs used by Army units and personnel.



Welcome to the SOP Portal Wiki!

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article discussion edit history unprotect delete move watch

Unclassified Sensitive Information

(USI)Portal:Standing Operating Procedures

Green Force Wiki
Connecting People to Knowledge

navigation

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- Blog
- IM/Chat (Sametime)
- Virtual Teams
- File Sharing
- Web Conferencing

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- Army Team C4ISR
- Army Architecture
- Army Acquisition
- Army Contracting Command
- Army Units
- SOPs
- Single Interface to the Field (SIF)
- AKO Knowledge Network

search

Go Search

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- What links here

Welcome to the Army SOP Wiki. The SOP's Wiki [wik-E], where YOU have the power to **edit**.

Participation is encouraged and open to everyone with an active **AKO** account*. When participating, you should keep in mind the **Wiki Guidelines** and **Rules of Conduct**.

This Wiki portal is a Knowledge Management project of the Battle Command Knowledge System (BCKS) at Fort Leavenworth.

* See Restricted Account Types



New to Wikis? Need Help?

- Quick guide on what you **Need to Know**
- Take our **step by step Tutorial**
- More visual? Try our help **videos**
- Anxious? Try our **editing Cheatsheet**
- Guide to writing **better articles**
- Help Guide to Wiki Formatting, Images, Links and Tables**
- Start a new wiki article**
- Have questions? Try our FAQs**
- Report/Research a Problem**
- General Wiki Questions/Comments?** Please send them to: kc.support@us.army.mil

[Guidelines](#) | [Rules of Conduct](#) | [Categories](#) | [Sandbox](#) | [Gardeners](#) | [Latest Stats](#)

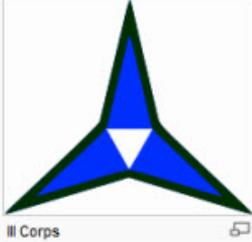
SOPs by Functional Area Category

Browse for SOPs on this wiki by clicking on a functional area category below. Please do not change existing categories as this will lose the links between them and existing pages.

- Administrative
- Chemical, Biological, Radiological and Nuclear
- Knowledge Management
- Maintenance
- Safety
- Supply
- Training
- Transportation

[Add/Edit a SOP Category](#)

Featured SOP



The III Corps Knowledge Management SOP - III Corps KM SOP provides the III Corps staff and components with the necessary guidance to disseminate critical information throughout the III Corps community. In addition it reduces routine processes through the exploitation of technology. This document serves as a basis from which to establish effective information and knowledge management operations. It is tailor-able, as necessary, to meet operational changes. The focus of the staff must be on what the III Corps



A typical category page

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Unclassified Sensitive Information

(USI)Category:KM SOP

Instructions

When adding a new SOP use this template [Media:SOP_template.pdf](#). Just be sure to copy the entire contents of both pages and paste this into the edit area of your new wiki entry. Note: For category type enter: *KM SOP*.

What can I do here?

- Add your SOP by clicking this link: [Start a new Wiki SOP article](#)
- View an existing SOP by clicking on it below
- Modify an existing SOP by clicking on it below
- [Help Guide to Wiki Formatting, Images, Links and Tables](#)
- I need more help! Click this link: [Portal:Standing Operating Procedures](#)

Articles in category "KM SOP"

There are 2 articles in this category.

I

- [III Corps KMSOP](#)

K

- [Knowledge Management Section Internal Operations SOP](#)

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- Army Architecture
- Army Acquisition
- Army Contracting Command
- Army Units
- SOPs
- Single Interface to the Field (SIF)
- AKO Knowledge Network



Sample SOP #1

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Unclassified Sensitive Information

(USI)III Corps KMSOP

For Official Use Only (FOUO)
Help

UNCLASSIFIED//FOR OFFICIAL USE ONLY

III Corps Knowledge Management Standard Operating Procedures

Dated XX XXXXXXXX 2008

Contents [hide]

- 1 I. Purpose
- 2 II. Scope and Responsibility
 - 2.1 1. Introduction.
 - 2.2 2. Knowledge Management Cell
 - 2.3 3. Unit/Section KM2
 - 2.4 4. Knowledge Management Working Group
 - 2.5 5. Responsibility for the Knowledge Management Implementation Plan (KMIP):
- 3 III. Knowledge Management Principles
 - 3.1 1. Definition of Knowledge Management.
 - 3.2 2. Levels of Information.
- 4 IV. Information Sharing Tools & Procedures
 - 4.1 1. Introduction.
 - 4.2 2. Microsoft Outlook.
 - 4.3 3. SharePoint Portal.
 - 4.4 4. Types of III Corps SharePoint Portals.
 - 4.5 5. Template Design.
 - 4.6 6. Gaining Administrative Privileges on the Ft Hood Sharepoint Server
 - 4.7 7. Digital Rules of Engagement (DROE) and Document Management.
 - 4.8 Document Management
- 5 References:
- 6 External Links

Knowledge Management SOP

SOP Functional Area:	Knowledge Management
Unit Level SOP Applies To:	Corps
Classification:	Unclassified FOUO

I. Purpose [edit]

This document provides the III Corps staff and components with the necessary guidance to disseminate critical information throughout the III Corps community. In addition it reduces routine processes through the exploitation of technology. This document serves as a basis from which to establish effective information and knowledge management operations. It is tailor-able, as necessary, to meet operational changes. The focus of the staff must be on what the III Corps commander needs when he needs it, and presents it in a usable format to support the planning, decision, execution, and assessment cycle.

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Sample SOP #2

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Unclassified Sensitive Information

(USI)Knowledge Management Section Internal Operations SOP

Contents [hide]

- 1 Subject
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- 3 Purpose
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- 5 Scope
- 6 Definitions
- 7 Responsibilities
 - 7.1 Chief Knowledge Officer (CKO)
 - 7.2 Knowledge Management Officer (KMO)
 - 7.3 Knowledge Management Advisor (KMA)
 - 7.4 Webmaster
 - 7.5 Content Manager
 - 7.6 Organizational CIO
- 8 Procedures
- 9 Files
- 10 Enclosures
 - 10.1 Enclosure #1

Knowledge Management Section Internal Operations SOP	
SOP Functional Area:	Knowledge Management
Unit Level SOP Applies To:	KM Section
Classification:	Unclassified

Subject

[edit]

Knowledge Management Section Internal Operations Standing Operating Procedures (SOP)

References

[edit]

- Field Manual, FM 6.01.1, 3 July 2008, Knowledge Management Section
- Army Regulation, AR 25-1 dated 15 July 2005, Army Knowledge Management and Information Technology
- Commercial Book: *Unleashing the Power of the Army Profession*. Available in PDF Format for free at BCKS KMNet
- Commercial Book: *Communities of Practice: Learning, Meaning, and Identity* by Etienne Wenger
- Commercial Book: *Cultivating Communities of Practice* by Etienne Wenger
- Commercial Book: *Leveraging Communities of Practice for Strategic Advantage* by Hubert Saint-Onge
- Commercial Book: *The Starfish and the Spider – The unstoppable Power of Leaderless Organizations* by Ori Brafman and Rod A.Q. Beckstrom

Purpose

[edit]

To specify responsibilities and procedures for the conduct of knowledge management section operations within an organization.

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Sample #2 seamlessly integrated into KMNet

BCKS
U.S. ARMY BATTLE COMMAND KNOWLEDGE SYSTEM
US Army Combined Arms Center

Search:

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 Warrior Knowledge Base

BCKS Explorer

- KMNet
 - Knowledge Management
 - Battle Command KM Cell
 - Knowledge & Info Mgmt Plans (KIMPs)
 - The 2-minute KMer Blog
 - Warfighter Forum (WFF) Working Group
 - Knowledge Facilitation Skills
 - CoPs

Participate

- View my Personal Area
- Contribute...
- Modify this Website
- Move this Website
- Delete this Website
- Subscribe
- Email this Page
- Forum Leadership...
- Community Administration...
- Community Presentation...
- BCKS Forums Administration...
- BCKS Forums Presentation...
- Search...

You are here: [KMNet](#) > [Knowledge Management](#) > [Battle Command KM Cell](#) > [Knowledge Management...](#)

Knowledge Management Section Internal Operations SOP

Ranking: #76 of 898 items
User Reviews: 0 Comments

Want to ask a question about this contribution? [Click here to start a discussion.](#)

Benefit/Value

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(USI) Knowledge Management Section Internal Operations SOP

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 - 7.4 Webmaster
 - 7.5 Content Manager
 - 7.6 Organizational CIO
- Procedures

Knowledge Management Section Internal Operations SOP	
SOP Functional Area:	Knowledge Management
Unit Level SOP Applies To:	KM Section
Classification:	Unclassified

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- Armv Architecture



Sample SOP #3

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Unclassified Sensitive Information

(USI)Company CBRN SOP

Company CBRN SOP	
SOP Functional Area:	CBRN
Unit Level SOP Applies To:	Company
Classification:	Unclassified

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- 6 Definitions
- 7 Assignment
- 8 Duties and Responsibilities
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 - 8.4 Soldiers
 - 8.5 CBRN Personnel
 - 8.6 Unit Trained CBRN Team Members
 - 8.6.1 Chemical/Biological Survey Team Members
 - 8.6.2 Radiological Survey Team Members
 - 8.6.3 Decontamination Team Members
 - 8.7 Sentinals
- 9 Procedures
 - 9.1 CBRN Alarms
 - 9.2 CBRN Warning System and Procedures
 - 9.2.1 Imminent Attack
 - 9.2.2 Actual Attack
 - 9.3 Protection

Subject [\[edit\]](#)

Chemical, Biological, Radiological and Nuclear Standing Operating Procedures (SOP)

References [\[edit\]](#)

- FM 21-40

Purpose [\[edit\]](#)

To provide a standard operation for use in the normal administrative and support activities which accompany duty with this unit and to supplement other directives established by higher headquarters.



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Sample #3 seamlessly integrated into ProtectionNet

BCKS
U.S. ARMY BATTLE COMMAND KNOWLEDGE SYSTEM
US Army Combined Arms Center

My Options | Bob Dalton | You are here: ProtectionNet > Chemical Profession > CBRN NCO > Company CBRN SOP

Company CBRN SOP
Website [Subscribe](#)

Ranking: #44 of 894 items
User Reviews: 0 Comments, write a review

Search:
 This Forum
 Warrior Knowledge Base

BCKS Explorer

- ProtectionNet
- Chemical Profession
 - CBRN NCO
 - Civil Spl Team Ops
 - Newsletters
- Engineer Profession
- Military Police Profession
- ArmyBaseCamp/JFOB.net
- Unit Directory

Participate

- View my Personal Area
- Contribute...
- Modify this Website
- Move this Website
- Delete this Website
- Subscribe
- Email this Page
- Forum Leadership...
- Community Administration...
- Community Presentation...
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Benefit/Value

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(USI)Company CBRN SOP

Company CBRN SOP	
SOP Functional Area:	CBRN
Unit Level SOP Applies To:	Company
Classification:	Unclassified

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- Army Acquisition

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 - Commander
 - Officers and NCOs
 - Soldiers
 - CBRN Personnel
 - Unit Trained CBRN Team Members
 - Chemical/Biological Survey Team Members
 - Radiological Survey Team Members
 - Decontamination Team Members



Why integrate a Wiki into a Community of Practice?

- It engages community members in an interesting and relevant collaborative publishing project.
- It provides a method to transfer member expressible tacit knowledge into an explicit form everyone can use.
- Crowd sources the generation and maintenance of the SOP relieving individual units of having to generate the SOP on their own.
- Provides for a consistent and standard Army wide SOP everyone can use that is constantly maintained and updated in response to rapidly changing conditions.



How do I get to the Army Green Force Wiki Standing Operating Procedures (SOP) Community?

- The Army Green Force Wiki Standing Operating Procedures (SOP) online Community is located at: https://wiki.kc.us.army.mil/Portal:Standing_Operating_Procedures
- There is a secure NIPRNet site which utilizes AKO single sign-on to authenticate access authorization, so an existing AKO account is required. Community membership is not required.
- Only the following AKO account categories have access to this Wiki:

Account Abbreviation	Account Description
AA	Active Army
AR	Army Retired
DR	DA Civilian Retired
NG	National Guard
RE	Army Reserves
IR	Individual Ready Reserve
DA	DA Civilian
NF	NAF Civilian
WC	West Point Cadet
RC	Army ROTC Cadet
FS	Future Soldier

