

Weapon Scores into Digital Training Management System (DTMS)

ATTENTION E4 and E5 Soldiers:

If you notice you are not receiving the expected number of promotions points for weapon qualifications on your PPW, please see below instructions from ATMS. Of note, if your weapon is not identified as your primary weapon, you will not receive promotion points.

Information purpose: The Weapons Qualification expiration date of 2 years is suspended until 31 Dec 2023.

PURPOSE:

To inform the field and provide clarity to Commanders and their designated users to record and adjust training readiness data for their unit and its Soldiers through DTMS.

WEAPON GUIDANCE:

If weapon qualification data is either not displaying in IPPS-A or if the Soldier believes it to be incorrect, HR professionals should refer the issue to their unit's S3/DTMS manager for review. In particular, the unit DTMS manager should ensure all weapon qualifications have been properly entered into DTMS (i.e., qualification dates, the DA Form scorecards used, hits recorded, and the weapon qualification ratings/skill levels achieved). If the data is correct recommend registering your issue with the ATMS Help Desk to trace the issue from DTMS, through IPPS-A and the PPW process.

Of note, DTMS managers should not use the weapon qualification "validate" function in DTMS unless they are familiar with TC 3-20.40, TRAINING QUALIFICATIONS-INDIVIDUAL WEAPONS which requires General Officer approval. Incorrect use of the "Validate" function in DTMS has been a repeated source of user errors as audited by HRC, IPPS-A, and DTMS staff.

Once the DTMS data is verified as correct wait 3-5 days for the points to appear on the PPW. This time allows the data to transfer from DTMS to IPPS-A and through the IPPS-A automated PPW calculation process for points to be awarded/posted. DTMS transfers data to IPPS-A nightly.

In accordance with G1 policy regarding Junior Enlisted promotion point calculation, the Soldier must also be assigned a "Primary Weapon" in DTMS so that the correct qualification is used on the PPW. This is because a Soldier may have multiple concurrent weapon qualifications. Therefore, it is critical the Primary Weapon assignment in DTMS begins (start date) one (1) day prior to the weapon qualification date. If no primary weapon is assigned - IPPS-A will NOT award promotion points the promotion points will default to "0" for the score.

DTMS is the Army's authoritative data source for Soldier weapons training data. The unit DTMS manager should review the Soldier's Individual Training Record (ITR) in DTMS and confirm the Soldier's weapon qualification information is up to date and accurate.

ATMS HELP DESK POC

For DTMS assistance, Soldiers, Commanders/First Sergeants should/can contact the Army Training Network - Army Training Management System (ATMS) Help Desk

[https://atn.army.mil/help-desk/army-training-management-system-\(atms\)-help-desk](https://atn.army.mil/help-desk/army-training-management-system-(atms)-help-desk)

- ATMS Help Desk agents will be available to provide live telephone, live chat, e-mail, and web ticketing support to ATMS users from 0500 – 2100 Central Standard Time, Monday – Friday.
- Closed Saturday and Sunday
- Closed Federal Holidays

Comm: (913) 684-2700

DSN: 552-2700

Toll Free: 877-241-0347

Email ATMS Help Desk: usarmy.leavenworth.cac.mbx.dtmskd@mail.mil

Chat with an ATMS/DTMS Help Desk Agent Live available 0500 – 2100 CST M – F:

[https://snpro.aesdw.army.mil/\\$chat_support.do?queueID=ad09c3f07533001053940ad7358e4266](https://snpro.aesdw.army.mil/$chat_support.do?queueID=ad09c3f07533001053940ad7358e4266)