

SALUTE REPORTS

Reports should be given in a clear, concise, accurate manner, and should be free from embellishments or exaggeration. Your unit, and the whole army is depending on you.

The most practical report format is known by the acronym **SALUTE**.

Size: How many men in the enemy unit, estimated in increments of 5.

Activity: What are they doing? Moving in column/mass, setting up a defensive position, guarding the banner.

Location: Where are they? Use a map, if available. If not, describe their position as accurately as possible.

Unit: Who are they? Which Kingdom? Which Barony or Shire? Which Household? Are there any knights, kings, etc. with them? If you don't know specifics, describe unit insignia.

Time: How long ago did you see them? Remember the time limit on intelligence.

Equipment: How are they armed and armored? Were they a heavy shield wall with spears and polearms, or were they a light skirmisher team with katana and two-sword?

All these points are important to your commander in determining his response to the enemy presence.

EXAMPLE: "Sir, fifteen men are moving up the causeway. Mid-realm, but I don't know what unit. There is one knight with them. I saw them about three minutes ago. It's a mixed unit of shields and poles, mostly light armor."

This report conveys all of the necessary information clearly and takes less than fifteen seconds to give.

Give your report to your unit commander without having to drag it out of you. Do not report to the shieldwall, skirmishers, or reserves. Report directly to your commander, and make your report quietly. Step up to your commander, and speak clearly, in a low, soft voice. Remember, the enemy has scouts out too, and they don't need to know what you know.

In order of precedence, your report should be given to:

1. The King
2. The Prince or Warlord
3. Your unit commander
4. Any Duke/Count/Knight or the chief of scouts
5. A polearm, spear, or greatsword man.

Note: "The whole damn Mid-Realm army is coming up the hill!" is not an acceptable report (Unless the whole damn Mid-Realm army really is coming up the hill!)