

Part 2: How to Salute

As you listen to the next part, fill in the blanks with the words you hear. Try to fill in as many as you can the first time. When you listen the second time, you can fill in any words you didn't get the first time.

Salute from a position of (1) _____. If you are walking, salute from a (2) _____, upright position. Head and eyes are (3) _____ toward the person saluted unless it is inappropriate to do so, such as when a (4) _____ in ranks salutes an (5) _____ officer on command. When in uniform, navy (6) _____ salute the national anthem, the (7) _____, and officers as follows: the right hand is (8) _____ smartly until the tip of the forefingers touches the lower part of the (9) _____ or forehead above and slightly to the (10) _____ of the eye. The thumb and fingers are extended and (11) _____. The palm is turned slightly (12) _____ until the person saluting can just see its surface from the corner of the (13) _____ eye. The upper arm is (14) _____ to the ground; the elbow is slightly in (15) _____ of the body.

The forearm is inclined at a 45-degree (16) _____; hand and wrist are in a straight (17) _____. The salute is completed (after it is returned) by (18) _____ the arm to its normal position in one sharp, (19) _____ motion. Navy custom permits (20) _____ saluting when a salute cannot be rendered with the right hand. Army and Air Force customs permit only (21) _____ salutes. When you are walking, in a normal (22) _____ situation, the hand salute is rendered when (23) _____ paces from the person saluted, or at the (24) _____ point of approach, if more than six paces. The salute should be (25) _____ until the person saluted has (26) _____ or the salute is returned.

The hand salute, under naval customs, is accompanied by a word of greeting. The junior stands at attention, looks the senior straight in the eye and says "good morning," (27) _____, or "good evening." It is preferable to call the senior by grade and name; that is, (28) _____, rather than by the impersonal "sir" or "ma'am."