

# CHANTICLEER INTELLIGENCE BRIEF (CIB)

## INTELLIGENCE BRIEFING GUIDELINES



CIB analysts are encouraged to prepare **weekly intelligence briefs** that update their desk on developments related to their topic from the past week.

Each brief should be **45–60 seconds long** (approximately 100-140 words with a calm and clear speaking pace) and follow the structure outlined below:

- **Introduction**

Begin with your name and topic:

*“My name is [ANALYST NAME], and I will be briefing on [TOPIC TITLE].”*

- **BLUF – Bottom Line Up Front**

Start with a clear, concise statement of the key event or development and its significance. This is the most important point and should be communicated first.

- **Context**

Provide enough background so your audience understands the significance of the event, but keep it concise to avoid turning it into an extensive history lesson.

- **Implications and Assessment**

Explain the significance of the event in more detail: What does it mean? | What are the likely effects or outcomes? | Offer your analysis and conclude with an assessment.

**Use the following format for your assessment:**

*“We assess with [CONFIDENCE LEVEL] that it is [LIKELIHOOD] that...”*

**Determining Confidence Levels:**

Choose **low**, **moderate**, or **high** confidence based on how well your evidence supports your assessment and how confidently you can defend it.

**Determining Likelihood:**

The chart below is from [ICD203](#), a U.S. Government document that teaches intelligence analysts how to estimate the likelihood of their assessments. Based on your judgment, assign a percentage for how likely your assessment is, then use one of the listed terms to communicate it.

*“We assess with moderate confidence that it is likely that Switzerland will remain neutral in the Russia-Ukraine war.”*

almost no chance	very unlikely	unlikely	roughly even chance	likely	very likely	almost certain(ly)
remote	highly improbable	improbable (improbably)	roughly even odds	probable (probably)	highly probable	nearly certain
01-05%	05-20%	20-45%	45-55%	55-80%	80-95%	95-99%

# Weekly Intelligence Brief

## A Chanticleer Intelligence Brief Project

\*Email submissions to [cib@coastal.edu](mailto:cib@coastal.edu) by 7:00pm on Saturdays\*

Your written product for the Weekly Intelligence Brief (WIB) should provide a more detailed and in-depth analysis than the 45–60 second verbal brief, while remaining clear and concise to effectively inform the audience. Follow this format:

### TITLE

**Analyst Name** | \_\_\_\_ Desk | 06 September 2025

- BLUF paragraph stating the basic who, what, where, and when of the event. This sets the foundation by clearly describing the event.
- One or two paragraphs providing further details and any historical context needed. Keep this focused to help readers understand the significance without overwhelming them.
- A final paragraph explaining the implications of the event, ideally for the United States, including your analysis, and any forecasts or assessments about what may happen next.

### Notes:

- 215-275 words (including title)
- Use multiple sources and link them; formal citation formatting is not required.
- Avoid quotations – only include one if absolutely necessary.
- Write from a collective perspective using “we” (“We assess...”), not “I.”

### Example:

## Political Leaders in Libya Unify Amid Concerns of Military Escalation

**John Doe**  
Analyst  
Desk

On 14 APR, the Libyan National Reconciliation Committee issued a statement warning of potential military escalation within Libya. The head of this committee is Ali Bousbeha, who expressed concern about the most recent military mobilizations that have been occurring throughout the country. Saif al-Islam Gaddafi, the second son of Libya’s former political leader, Muammar Gaddafi, is associated with this committee and has further supported these concerns.

Since the overthrow of Muammar Gaddafi in 2011, Libya has been in political turmoil. The Tripoli-based Government of National Unity is internationally recognized, but the Benghazi-based Government of National Stability is not. Political and military instability has been increasing because of internal issues and a lack of a constitutional framework.

Ali Bousbeha has stated that the main reason for possible military escalation is that opposition parties have declined to sign the Addis Ababa Reconciliation Charter. The charter was signed in Ethiopia with hopes of rebuilding Libya’s stability. Although

convicted several times, Saif al-Islam Gaddafi has registered as a presidential candidate and is in favor of the charter. He claimed that without all parties signing this agreement, there will be no progress towards unity.

Libya has seen several different types of treaties and agreements to push toward national unity. Based on the current stalemate, we can assess with moderate confidence that it is highly likely that political and military escalation will continue to rise with no signed agreements.