TENTATIVE—SUBJECT TO CHANGE

ELTR 1205 Residential Wiring 1
COURSE SYLLABUS
Fall Semester 2022 (202312)

COURSE INFORMATION

Credit Hours/Minutes: 3/3000
Campus/Class Location: Vidalia Campus, Main Building, Lab 429
Class Meets: Tuesday 8:00AM- 11:50AM
Course Reference Number (CRN): 20131
Preferred Method of Contact: Email

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Tony Criswell
Email Address: Tony Criswell (tcriswell@southeasterntech.edu)
Campus/Office Location:
Swainsboro: Building 6 Lab 6102
Vidalia: Main- Lab 429
Office Hours:

Swainsboro Campus:	Monday and Wednesday	3:00PM- 3:45PM
Vidalia Campus:	Tuesday and Thursday	1:30PM- 3:45PM

Phone: 478-289-2235
Fax Number: 478-289-2276

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's Catalog and Handbook (https://catalog.southeasterntech.edu/).

REQUIRED TEXT

Modern Residential Wiring 12th edition-, Goodheart-Wilcox Publishers ISBN 978-1-63563-880-6

REQUIRED SUPPLIES & SOFTWARE

Basic Hand Tools (See instructor for list)
Safety Glasses

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

Introduces Residential Wiring Practices and Procedures.

MAJOR COURSE COMPETENCIES

Print Reading, National Electric Code, Wiring Materials and Methods, and Control of Luminaries and Receptacle Installation.

PREREQUISITE(S)

None

COURSE OUTLINE

1. Print Reading
2. National Electric Code
3. Wiring Materials and Methods
4. Control of Luminaries and Receptacle Installation

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

Class attendance is a very important aspect of a student's success in this course. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is expected. Students are expected to complete all work required by the instructor. Unannounced quizzes/assignments may be given. Students that miss an unannounced quiz or assignment will receive a grade of 0. Students are expected to complete all work shown on the attached assignment sheet. Students are also expected to complete all tests and comprehensive problems on the dates specified on the attached calendar. Students are responsible for policies and procedures included in the *STC Catalog*. **Industrial Electrical Technology and Electrical Construction Technology program students must earn a minimum grade of C in this course.**

COVID-19 MASK REQUIREMENT

Regardless of vaccination status, students are highly encouraged to wear masks or face coverings while in a classroom or lab at Southeastern Technical College. Masking may be implemented in some program areas (i.e. Health Sciences and Cosmetology) where students, faculty, and clients are in close proximity and social distancing cannot be maintained. This measure is being implemented to reduce COVID-19 related health risks for everyone engaged in the educational process. Masks or face coverings must be worn over the nose and mouth, in accordance with the Centers for Disease Control and Prevention (CDC).

COVID-19 SIGNS AND SYMPTOMS

We encourage individuals to monitor for the signs and symptoms of COVID-19 prior to coming on campus.

If you have experienced the symptoms listed below or have a body temperature 100.4°F or higher, we encourage you to self-quarantine at home and contact a primary care physician's office, local urgent care facility, or health department for further direction. Please notify your instructor(s) by email and do not come on campus for any reason.

COVID-19 Key Symptoms
Fever or felt feverish
Chills
Shortness of breath or difficulty breathing (not attributed to any other health condition)
Cough: new or worsening, not attributed to another health condition
Fatigue
Muscle or body aches
Headache
New loss of taste or smell
Sore throat (not attributed to any other health condition)
Congestion or runny nose (not attributed to any other health condition)
Nausea or vomiting
Diarrhea
In the past 14 days, if you:
Have had close contact with or are caring for an individual diagnosed with COVD-19 at home (not in healthcare setting), please do not come on campus and contact your instructor (s).

COVID-19 SELF-REPORTING REQUIREMENT

Students, regardless of vaccination status, who test positive for COVID-19 or who have been exposed to a COVID-19 positive person, are required to self-report using https://www.southeasterntech.edu/covid-19/. Report all positive cases of COVID-19 to your instructor and Stephannie Waters, Exposure Control Coordinator, swaters@southeasterntech.edu, 912-538-3195.

ON CAMPUS (CA) ATTENDANCE GUIDELINES

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" in a course.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: Daphne Scott dscott@southeasterntech.edu, 478-289-2274, Building 1, Room 1210.
Vidalia Campus: Helen Thomas (hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

Swainsboro Campus: Daphne Scott dscott@southeasterntech.edu, 478-289-2274, Building 1, Room 1210.
Vidalia Campus: Helen Thomas (hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165.

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery MAY NOT be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Important – Student-initiated withdrawals are not allowed after the 65% point. After the 65% point of the term in which the student is enrolled, the student has earned the right to a letter grade and will receive a grade for the course. Please note: Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" (Failing 0-59) being assigned.

Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be accessed due to the withdrawal. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC.)

Extenuating circumstances are determined at the instructor's discretion. Unless otherwise scheduled with the instructor, it is expected that the test will be taken the next day, scheduled outside of regular class time. Failure to follow this procedure will result in a grade of zero.

Assignment due dates are listed on the attached lesson schedule. Students are expected to have the assignment completed at the beginning of class on the date that it is due. It is within the instructor's discretion to accept or reject late assignments. Any late assignments accepted will be subject to a ten-point penalty each day the assignment is late. After three class meetings, no late assignments will be accepted; a zero will be recorded.

Unannounced quizzes are subject to be given on any day. A grade of zero will be assigned for any quizzes missed. There will be no makeup of quizzes. Any zeros recorded will be included in the final score calculation.

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. **First Offense**
   Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.
2. **Second Offense**
   Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.
3. **Third Offense**
   Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

As set forth in the student catalog, Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	**Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer**
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1st Street, Vidalia Office 165 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the Southeastern Technical College (STC) Website (www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	**Percentage**
Test	35%
Know and Understand Questions	5%
Lab Work	60%

GRADING SCALE

Letter Grade	**Range**
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

ELTR 1205 Residential Wiring 1
Fall Semester 2022 Lesson Plan

Dates	Chapter	Content	Assignments & Tests Due Dates	Competency Area
August 15		• **Fall Semester Begins**		
August 16-29	2- Safety	• Understand the effects of electrical shock. • Describe conditions likely to affect the severity of an electrical shock. • List basic workplace safety rules. • Explain a lockout/tagout/blockout program. • Describe steps for helping a shock victim. • Identify common workplace hazards.	**Hybrid** • Read Chapter 2 Safety in book • View Chapter 2 Safety PowerPoint • Complete Chapter 2 Safety Know and Understand Questions and submit • Complete Chapter 2 Safety Test **Class** • Instructor will discuss Chapter 2 Safety	**4** **a,c**
August 30-September 12	6- Print Reading, Specifications, and Codes	• Identify the types of prints that an electrician may read. • List the standard parts of a drawing. • Recognize and use standard electrical symbols. • Understand the schedules that are found on prints. • Describe the two types of notes. • Read an electrical print. • Recognize specifications and understand their importance. • Know where to find codes and authorities for an installation. • Recognize the marks of the most commonly used testing agencies	• Read Chapter 6 Print Reading, Specifications, and Codes in book • View Chapter 6 Print Reading, Specifications, and Codes PowerPoint • Complete Chapter 6 Print Reading, Specifications, and Codes Know and Understand Questions and submit • Complete Chapter 6 Print Reading, Specifications, and Codes Test • Instructor will discuss Chapter 6 Print Reading, Specifications, and Codes	**1,2** **a,b,c**

Dates	Chapter	Content	Assignments & Tests Due Dates	Competency Area
September 13-26	8- Conductors	• List the NEC rules regarding conductors for general wiring. • Know the different materials used for conductors. • Use the NEC to select a wire type when given a specific installation. • Properly specify wire size using the American Wire Gage (AWG) or kcmils. • Explain the cause of voltage drop. • Compute voltage drop. • List the factors that affect conductor ampacity rating. • Determine the correct conductor size based on the circuit load using the NEC.	**Hybrid** • Read Chapter 8 Conductors in book • View Chapter 8 Conductors PowerPoint • Complete Chapter 8 Conductors Know and Understand Questions and submit • Complete Chapter 8 Conductors Test **Class** • Instructor will discuss Chapter 8 Conductors • Complete Labs	**2,3,4 a,b,c**
September 27- October 10	9- Cable Systems	• Identify the most common types of cable systems used in residential wiring. • Choose appropriate cable products for various installations. • Understand color-coding and labeling on nonmetallic cable. • Prepare standard types of cable for connection to devices.	**Hybrid** • Read Chapter 9 Cable Systems in book • View Chapter 9 Cable Systems PowerPoint • Complete Chapter 9 Cable Systems Know and Understand Questions and submit • Complete Chapter 9 Cable Systems Test **Class** • Instructor will discuss Chapter 9 Cable Systems • Complete Labs	**2,3,4 a,b,c**
October 10		• **Midterm**	• **Midterm- There is no midterm exam. Just a reminder that the semester is half way complete. Stay on Task and finish strong**	

Dates	Chapter	Content	Assignments & Tests Due Dates	Competency Area
October 11-24	11- Boxes, Fittings, and Covers	• Identify the four common box shapes. • Discuss the four types of boxes and their typical uses. • Know how to remove a knockout and to gang boxes. • Discuss box mounting systems and box fittings. • Explain the purpose of ground clips and grounding bushings. • Calculate box fill allotment. • Discuss covers for different boxes and applications.	**Hybrid** • Read Chapter 11 Boxes, Fittings, and Covers in book • View Chapter 11 Boxes, Fittings, and Covers PowerPoint • Complete Chapter 11 Boxes, Fittings, and Covers Know and Understand Questions and submit • Complete Chapter 11 Boxes, Fittings, and Covers Test **Class** • Instructor will discuss Chapter 11 Boxes, Fittings, and Covers • Complete Labs	**2,3,4 a,b,c**
October 24		• **65% Point Full Term**	**Last day for students to formally withdraw from Full term classes without academic penalty**	
October 25-November 7	12- Device Wiring	• Discuss the significance of listing or labeling electrical devices and materials. • Properly prepare conductors for connection to devices and equipment. • Make safe, secure conductor splices. • Demonstrate the proper method for attaching conductors to switches and receptacles. • Ground a receptacle. • Split-wire a receptacle.	**Hybrid** • Read Chapter 12 Device Wiring in book • View Chapter 12 Device Wiring PowerPoint • Complete Chapter 12 Device Wiring Know and Understand Questions and submit • Complete Chapter 12 Device Wiring Test **Class** • Instructor will discuss Chapter 12 Device Wiring • Complete Labs	**2,3,4 a,b,c**

Dates	Chapter	Content	Assignments & Tests Due Dates	Competency Area
November 8-21	13- Lighting Systems	• Understand basic lighting terminology. • Explain the main types of lighting in a home. • Identify various lighting fixtures. • Select lighting fixtures for specific applications. • Compare lamp types and lighting technologies. • Identify various light switches. • Make wiring connections for common lighting circuits.	**Hybrid** • Read Chapter 13 Lighting Systems in book • View Chapter 13 Lighting Systems PowerPoint • Complete Chapter 13 Lighting Systems Know and Understand Questions and submit • Complete Chapter 13 Lighting Systems Test **Class** • Instructor will discuss Chapter 13 Lighting Systems • Complete Labs	**2,3,4 a,b,c**
November 21-24		• Thanksgiving Break		
November 22-December 6	14- Appliance Wiring and Special Outlets	• Discuss NEC regulations for appliance circuits and other special circuits. • Discuss installation practices for various appliances and special circuits. • Describe the various methods of heating. • Understand the basic electrical requirements of many common household appliances.	**Hybrid** • Read Chapter 14 Appliance Wiring and Special Outlets in book • View Chapter 14 Appliance Wiring and Special Outlets PowerPoint • Complete Chapter 14 Appliance Wiring and Special Outlets Know and Understand Questions and submit • Complete Chapter 14 Appliance Wiring and Special Outlets Test **Class** • Instructor will discuss Chapter 14 Appliance Wiring and Special Outlets • Complete Labs	**2,3,4 a,b,c**
December 6		• Fall Semester Ends		

COMPETENCY AREAS:

1. Print Reading
2. National Electric Code
3. Wiring Materials and Methods
4. Control of Luminaries and Receptacle Installation

GENERAL CORE EDUCATIONAL COMPETENCIES:

a) The ability to utilize standard written English.
b) The ability to solve practical mathematical problems.
c) The ability to read, analyze, and interpret information