



Industrial Wiring ELTR 1270 COURSE SYLLABUS Fall Semester 2016

Semester: Fall 2016
Course Title: Industrial Wiring
Course Number: ELTR 1270
Credit Hours/ Minutes: 3 / 3000

Class Location: Building 6 Lab 6102
Class Meets: 4:30PM- 7:40PM
Monday and Tuesday
CRN: 20167

Instructor: Tony Criswell
Email Address: tcriswell@southeasterntech.edu
Office Location: Building 6 Lab 6102
Office Hours: Monday- 8:15AM-9:15AM and 2PM-4PM;
Tuesday 1PM-4PM; Wednesday 8:15AM-9:15AM and 1PM-
2PM; Thursday 1PM-2PM
Phone: 478-289-2235
Preferred Method of Contact is E-mail

REQUIRED TEXT:

- **NEC 2014 Code**, Published by NFPA,
- **1270 Industrial Wiring**, Published by Pearson, ISBN: 978-1-323-35677-7

Note: Although students can use their smart phones and tablets to access the online portion of their course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither ANGEL nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to complete the online portion of the course

REQUIRED SUPPLIES & SOFTWARE: **Tools and Safety Glasses; 2GB or higher USB Jump Drive**

COURSE DESCRIPTION: Provides instruction in industrial applications of the National Electric Code.

MAJOR COURSE COMPETENCIES: Rigid/IMC conduit installation, EMT conduit installation, busways installation, cable tray/wireway installation, and equipment installation (600 volts or less).

PREREQUISITE(S): None

COURSE OUTLINE:

1. Rigid/IMC Conduit Installation
2. EMT Conduit Installation
3. Busway Installation
4. Cable Tray/Wireway Installation
5. Equipment Installation (600 volts or less)

GENERAL EDUCATION CORE COMPETENCIES: STC has identified the following general education core competencies that graduates will attain:

- 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.

STUDENT REQUIREMENTS (Hybrid): 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*. **Electrical Systems Technology program students must earn a minimum grade of C in this course.**

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 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.

WITHDRAWAL PROCEDURE: Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (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" is assigned when the student completes the withdrawal form from the course.

Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

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 assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

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

SPECIAL NEEDS: Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu, to coordinate reasonable accommodations.

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 advise me and make appropriate arrangements with Helen Thomas, (912) 538-3126, hthomas@southeasterntech.edu

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 STC Academic Dishonesty Policy states *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 *STC Catalog and Student Handbook.*

Procedure for Academic Misconduct

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

--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.

--Second Offense--

Student is given a grade of "WF" 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.

--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 second 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: Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

GRIEVANCE PROCEDURES: Grievance procedures can be found in the Catalog and Handbook located on STC'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 STC website at www.southeasterntech.edu.

GRADING POLICY

Module Test	30%
Review Questions	10%
Performance Evaluations	<u>60%</u>
Total	100%

GRADING SCALE

A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: 0-59

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.

**ELTR 1270 INDUSTRIAL WIRING LESSON PLAN
FALL SEMESTER 2016**

DATES	Module	Content	ASSIGNMENTS	Comp Area Gen. Ed Comp
August 15	Fall Semester Begins			
Begin August 15 End August 29	Conduit Bending- Module 26204-14	<ul style="list-style-type: none"> Describe the process of conduit bending using power tools Bend conduit Explain the requirements of the National Electric Code for bending conduit 	<ul style="list-style-type: none"> Read Module 26204 in the Trainee Guide Look at the PowerPoint's in Blackboard for Module 26204 Answer the module review questions in Module 26204 - 14 Complete Module 26204 Performance Profile Sheet Take the Module 26204 Exam 	2 A,C
Begin August 30 End September 19	Cable Tray- Module 26207-14	<ul style="list-style-type: none"> Describe the components that make up a cable tray assembly Explain the methods used to hang and secure cable tray Describe how cable enters and exits cable tray 	<ul style="list-style-type: none"> Read Module 26207 in the Trainee Guide Look at the PowerPoint's in Blackboard for Module 26207 Answer the module review questions in Module 26207 Complete Module 26207 Performance Profile Sheet Take the Module 26207Exam 	2,4 A,C
Begin September 20 End October 4	Hazardous Locations- Module 26304-14	<ul style="list-style-type: none"> Define the various classifications of hazardous locations Describe the wiring methods permitted for branch circuits and feeders in specific hazardous locations Select seals and drains for specific hazardous locations 	<ul style="list-style-type: none"> Read Module 26109 in the Trainee Guide Look at the PowerPoint's in Blackboard for Module 26109 Answer the module review questions in Module 26109 Complete Module 26109 Performance Profile Sheet Take the Module 26109 Exam 	2, 3 A,B,C
Begin October 10 End October 24	Overcurrent Protection- Module 26305-11	<ul style="list-style-type: none"> Apply the NEC requirements regarding overcurrent protection Select and size overcurrent protection for specific applications 	<ul style="list-style-type: none"> Read Module 26305 Trainee Guide Look at the PowerPoint's in Blackboard for Module 26310 Answer the module review questions in Module 26305 Take the Module 26305 Exam 	2, 3 A,B,C
Begin October 25 End November 8	Distribution Equipment- Module 26306-11	<ul style="list-style-type: none"> Describe the four general classifications of circuit breakers and list the major circuit breaker ratings Describe switchgear construction, metering layouts, wiring requirements, and maintenance List National Electrical Code® (NEC®) requirements pertaining to switchgear. 	<ul style="list-style-type: none"> Read Module 26306 Trainee Guide Look at the PowerPoint's in Blackboard for Module 26310 Answer the module review questions in Module 26306 Take the Module 26306 Exam 	1,2,4 A,B,C
Begin November 14 End November 29	Voice, Data, and Video- Module 26310-14	<ul style="list-style-type: none"> Define the different categories for voice-data-video (VDV) cabling systems Install raceways, boxes, and enclosures for VDV systems Interpret and apply NEC® requirements for installing and grounding VDV systems Explain the requirements for fire-stopping. 	<ul style="list-style-type: none"> Read Module 26310 in the Trainee Guide Look at the PowerPoint's in Blackboard for Module 26310 Answer the module review questions in Module 26310 Take the Module 26310 Exam 	2, 3 A,B,C
COURSE COMPETENCIES: 1. Print Reading 2. National Electric Code 3. Wiring Materials and Methods 4. Control of Luminaries and Receptacle Installation			GENERAL EDUCATION CORE 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.	