



**FWMT 1010 EQUIPMENT USE
COURSE SYLLABUS
Lecture/Lab/Web Enhanced
Fall Semester 2015**

Semester: Fall 2015

Course Title: Equipment Use

Course Number: FWMT 1010

Credit Hours/ Minutes: 3 / 3000

Class Location: Bldg. 6 Room # 6110 Swainsboro

Class Meets: WR 8:00-9:45

CRN: 20318

Instructor: Jill Lehman

Office Hours: 11:00-12:00 Daily

Office Location: Bldg. 6 Room 6111 Swainsboro

Email Address: jlehman@southeasterntech.edu

Phone: 478-289-2303

Fax Number: 478-289-2328

Tutoring Hours: As Needed

REQUIRED TEXT: Adventures in Green and Gray ISBN 0-9743579-0-1 Ramblings of a Low country Game Warden ISBN # 978-1-57003-881-5 All-Weather Field Notebook #350

REQUIRED SUPPLIES & SOFTWARE: Pencil or pen and notebook. Access to computer with MS Word. Requires students to be proficient in the use of Angel. Boots, snake boots, waders, eye protection, polarized sunglasses. **Students must have access to an ATV for the ATV safety course.** This is a web enhanced course. Copies of power point presentations will be placed on Angel. Students will receive emails from instructor through Angel and are expected to access Angel on a regular basis.

COURSE DESCRIPTION: This course provides an introduction to equipment operation, safety and maintenance as well as firearm use and safety. Topics include tractor and ATV operation and maintenance, power boat operation, the use of hand tools and power tools including chain saws. Upon completion, students should be able to safely operate equipment and perform routine maintenance and repair required in a career in wildlife management.

MAJOR COURSE COMPETENCIES:

1. Tractor operation and maintenance
2. Chainsaw/wood chipper maintenance and operation
3. ATV operation and maintenance
4. Power boat operation
5. Towing
6. Hand tools and power tools
7. UTV operation
8. Front-end loader and backhoe operation

PREREQUISITE(S): None

COURSE OUTLINE:

1. GA DNR Safety Standards and Boating Regulations
2. Boating Safety and Operation
3. Equipment Usage and Maintenance
4. Routine Maintenance of vehicles, tractors, and utilities vehicles.
5. Tractor usage, towing trailers, utility vehicle operation

GENERAL EDUCATION CORE COMPETENCIES: STC 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.
4. The ability to utilize basic computer skills.

All students pursuing a degree, a diploma, or a Technical Certificate of Credit with a General Education component

will be required to pass the General Education Competency Exams prior to graduation.

STUDENT REQUIREMENTS: Students are expected to complete test and assignments by the due dates. A ten point penalty will be assessed for each day an assignment is late. Three days after the due date, assignments will **NOT** be accepted. Students are responsible for policies and procedures included in the *STC E-Catalog*.

FWMT students are responsible for keeping clean, weather appropriate, dry clothing with them at all times. Failure to have appropriate accessories (waders, boots) does not excuse any student from participating in all field labs.

STC ATTENDANCE POLICY: It is essential that educational programs maintain requirements and standards necessary for successful employment of its graduates in business and industry. In view of the intensive nature of the educational programs, it is necessary for every student to be present and on time every day for all classes.

Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. All work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time as noted on each syllabus will receive a "W" for the course if removed from the course on or before midterm. After the semester midterm, any student who has maintained a passing grade within a course will receive a 'WP' for the course when attending less than the required scheduled instructional time as stated on each course syllabus. If, however, the student has not maintained a passing grade, he or she will receive a 'WF' for the course.

Definitions

Scheduled Instructional Time

Scheduled instructional time is explained by the instructor during the course orientation as listed on the course syllabus. The scheduled time will be maintained until all work is completed or until the end of the course.

Tardy or Early Departure

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course involved.

TRADITIONAL ATTENDANCE ADDENDUM: for this class, which meets 2 days a week for 9 weeks, the maximum number of days a student may miss is two (2) days during the semester.

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.

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 Jan Brantley, Room 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.*

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 the Special Needs Office. Swainsboro Campus: Jan Brantley (478) 289-2274 -- Vidalia Campus: Helen Thomas Room 108 (912) 538-3126.

MAKEUP GUIDELINES (Tests, quizzes, homework, projects, etc...): **Assignments must be completed on the specified date. Students are expected to have the assignment completed at the beginning of class on the date that it is due. If a student is absent from class, all work must be turned in at the beginning of class the next day upon returning to class. If this is not done, then a grade of zero will be given on the work. Failure to**

take tests on the scheduled day will result in a grade of zero for the test not taken. The makeup test must be taken the next day upon returning to class. The zero assigned for the missed test will be replaced with the grade the student makes on the makeup exam. Failure to take the final exam at the end of the semester will result in a grade of zero. No make-up exams are allowed.

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 Angel, 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

Exams	20%
Assignments	35%
Practicum	45%
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.*

**FWMT 1010 Equipment Use
Fall Semester 2015 Lesson Plan**

Date	Chap / Less	Content	Assignments & Tests Due	Comp Area
Week 1				
8/19/15	Tractor Operation and Maintenance	Course Introduction Tractor Operation Syllabus, Policies/Procedures for lab Tractor Operation CDs	Review Notes	*1 ** a,b,c
8/20/15	Tractor Operation and Maintenance	3 hr. lab: Tractor Operation Demonstration	Review Notes	*1,2,3 ** a,b,c
Week 2				
8/26/15	Tractor Operation and Maintenance	3 hr. lab: Tractor Operation Demonstration	Review Notes	*1 ** a,b,c
8/27/15	Tractor Maintenance	Tractor Maintenance CD	Review Notes	*1 ** a,b,c
Week 3				
9/2/15	Tractor Maintenance	3 hr. lab: Tractor Maintenance Tractor Maintenance Quiz	Tractor Maintenance Notes	*1 **a,b,c
9/3/15 9/9/15		Tractor Operation Practicum		*1,2,3 ** a,b,c
Week 4				
9/10/15	Chainsaw Operation Wood Chipper Operation	Chainsaw Operation CD Wood Chipper Operation CD	Review Notes	*2 **a,b,c,
9/16/15	Chainsaw Operation Wood Chipper Operation	3 hr. lab Chainsaw Operation Wood Chipper Operation	Chain Saw Operation Wood Chipper Operation	*2 **a,b,c,
Week 5				
9/17/15	Chainsaw Operation Wood Chipper Operation	Chainsaw, Wood Chipper Practicum	Chain Saw Operation Wood Chipper Operation	*3 **a,b,c
9/23/15	ATV Operation ATV Maintenance	ATV Operation CD Demonstration	Review Notes Student Demonstration	*3 **a,b,c
Week 6				
9/24/15 9/30/15	ATV Operation ATV Maintenance	3 hr. lab ATV Operation ATV safety certification Practicum	ATV Safety Certification ATV Maintenance	*3 **a,b,c,d
Week 7				

10/1/15	Power Boat Operation	Power Boat Operation Handouts Demonstration	Review Notes/Handouts	*4 **a,b,c,d
10/7/15	Power Boat Operation	3 hr. lab Power Boat Operation	Power Boat Operation notes/handouts	*4 **a,b,c
Week 8				
10/8/15	Power Boat Operation	3 hr. lab Power Boat Operation	Power Boat Operation notes/handouts	*4 **a,b,c
10/14/15	Power Boat Operation	3 hr. lab Power Boat Operation	Power Boat Operation notes/handouts	*4 **a,b,c
Week 9				
10/15/15	Power Boat Operation	3 hr. lab Power Boat Operation	Power Boat Operation notes/handouts	*4 **a,b,c
10/21/15 10/22/15	Power Boat Operation	Power Boat Operation Practicum	Power Boat Operation notes/handouts	*4 **a,b,c
Week 10				
10/28/15	Towing	Towing Demonstration 3 hr. Towing lab	Towing notes/handouts	*5 **a,b,c
10/29/15	Towing	Towing Demonstration 3 hr. Towing lab	Towing notes/handouts	*5 **a,b,c
Week 11				
11/4/15	Towing	Towing Demonstration 3 hr. Towing lab	Towing notes/handouts	*5 **a,b,c
11/5/15	Towing	Towing Practicum	Towing notes/handouts	*5 **a,b,c
Week 12				
11/11/15	Hand Tools	Hand Tools Handout Demonstration	Hand tools notes/handouts	*6 **a,b,c,d
11/12/15	Hand Tools	3 hr. lab Hand Tools	Hand tools notes/handouts	*6 **a,b,c
Week 13				
11/18/15	Hand Tools	3 hr. lab Hand Tools	Hand tools notes/handouts	*6 **a,b,c
11/19/15	Hand Tools	Hand Tools Practicum	Hand tools notes/handouts	*6 **a,b,c
Week 14				
11/25/15	UTV Operation Front-end Loader/Backhoe Operation	UTV Handout/CD Front-end Loader Handouts Backhoe Handout	UTV notes/handouts Loader and Backhoe notes/handouts	*7,8 **a,b,c,d
11/26/15	UTV Operation	3 hr. lab UTV Operation	UTV notes/handouts Loader and Backhoe notes/handouts	*7,8**a,b,c,d

		Week 15		
12/2/15	UTV Operation Front-end Loader/Backhoe Operation	UTV Handout/CD Front-end Loader Handouts Backhoe Handout	UTV notes/handouts Loader and Backhoe notes/handouts	*7,8 **a,b,c,d
12/3/15 12/9/15	UTV Operation Front-end Loader/Backhoe Operation	UTV, Front-end loader/Backhoe Practicum	UTV notes/handouts Loader and Backhoe notes/handouts	*7,8 **a,b,c

*** Competency Areas:**

1. Tractor operation and maintenance
2. Chainsaw/wood chipper maintenance and operation
3. ATV operation and maintenance
4. Power boat operation
5. Towing
6. Hand tools and power tools
7. UTV operation
8. Front-end loader and backhoe operation

****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.
- d) The ability to utilize basic computer skills.

- THERE WILL BE A TOTAL OF 30 HOURS OF LAB.
- LABS ARE WEATHER DEPENDENT. Students are responsible for being prepared for all labs with weather appropriate clothing. Waders or boots are to be worn in labs. Students are encouraged to have a clean, dry set of clothing with them at all times. Clean, dry clothing may be kept in cabinet provided in storage room of FWMT lab.
- There are a total of 15 power point presentations on Angel. Students are responsible for printing these presentations. All power point presentations must be printed prior to class time. Power point presentations are expected to be brought to class daily. It is suggested students print 3 slides per page as handouts. This will accommodate note taking.
- LESSON PLAN SUBJECT TO CHANGE AT INSTRUCTOR'S DISCRETION