



ELTR 1020 Electrical Systems Basics 1 HYBRID COURSE SYLLABUS Fall Semester 2016

Semester: Fall 2016
Course Title: Electrical Systems Basics 1
Course Number: IDFC 1011

Credit Hours/ Minutes: 3 / 3000
Class Location: Building 6 Lab 6102
Class Meets: Monday & Wednesday
9:20AM-12:55PM (60%F2F, 40% on-line
CRN: 20365

Instructor: Tony Criswell
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
Email Address: tcriswell@southeasterntech.edu
Phone: 478-289-2235
Fax Number: 478-289-2214

REQUIRED TEXT:

- **Safety and Basic Electricity**, Pearson Publishers

REQUIRED SUPPLIES & SOFTWARE: None

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 Blackboard 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.

COURSE DESCRIPTION: Introduces the theory and application of varying sine wave voltages and current.

MAJOR COURSE COMPETENCIES: Magnetism, AC wave generation, AC test equipment, inductance, capacitance, and basic transformers

PREREQUISITE(S): None

COREQUISITE(S): IDFC 1011- Direct current 1; MATH 1012- Foundations of Mathematics

COURSE OUTLINE:

1. Magnetism
2. AC Wave Generation
3. AC Test Equipment
4. Inductance
5. Capacitance
6. Basic Transformers

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.

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.

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.

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 the Special Needs Office. Swainsboro Campus: Jan Brantley, Room 1208, (478) 289-2274 -- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

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.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for 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.

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.

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	40%
Review Questions	10%
Labs	50%
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 1020- ELECTRICAL SYSTEMS BASICS 1 LESSON PLAN
FALL SEMESTER 2016**

ITEMS THAT ARE COLORED RED ARE ON-LINE

ITEMS THAT ARE COLORED BLUE ARE DONE ON CAMPUS

DATES	CHAPTER/ UNIT	OBJECTIVES	ASSIGNMENTS	Comp Area Gen. Ed Comp	
August 15	Fall Semester Begins				
Begin October 12 End November 22	Electrical Test Equipment-Module 26112-14	<ul style="list-style-type: none"> • Explain the operations of and describe the following pieces of test equipment: <ul style="list-style-type: none"> • Voltmeter • Ohmmeter • Clamp-on ammeter • Multimeter • Megohmmeter • Motor and phase rotation testers • Select the appropriate meter for a given work environment based on category ratings. • Identify the safety hazards associated with the various types of test equipment 	<ul style="list-style-type: none"> • Classroom Lecture on Electrical Test Equipment • Complete Module 26112-14 Performance Profile Sheet • Take Module 26112-14 Exam in Class 	<ul style="list-style-type: none"> • Read Module 26112-14 in the Trainee Guide • PowerPoint on Electrical Test Equipment • Watch Video • Discussion Board Electrical Test Equipment • Answer Module 26112-14 Review Questions 	3 A,B,C
Begin November 7 End November 30	Alternating Current-Module 26201-1	<ul style="list-style-type: none"> • Calculate the phase relationship between two AC waveforms. • Describe the voltage and current phase relationship in a resistive AC circuit. • Describe the voltage and current transients that occur in an inductive circuit. • Define inductive reactance and state how it is affected by frequency. • Describe the voltage and current transients that occur in a capacitive circuit. • Define capacitive reactance and state how it is affected by frequency. • Explain basic transformer action. 	<ul style="list-style-type: none"> • Classroom Lecture on Alternating Current • Take Module 26112-14 Exam in Class 	<ul style="list-style-type: none"> • Read Module 26201-14 in the Trainee Guide • PowerPoint on Alternating Current • Watch Video • Discussion Board Alternating Current • Answer Module 26201-14 Review Questions 	1,2,3,4,5 A,B,C
December 1	Fall Semester Ends				
*COURSE COMPETENCIES: <ol style="list-style-type: none"> 1. Magnetism 2. AC Wave Generation 3. AC Test Equipment 4. Inductance 5. Capacitance 6. Basic Transformers 			GENERAL EDUCATION CORE COMPETENCIES: <ol style="list-style-type: none"> 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. 		