



## ELTR 1180 Electrical Controls COURSE SYLLABUS Summer Semester 2016

**Semester:** Summer 2015  
**Course Title:** Electrical Controls  
**Course Number:** ELTR 1180  
**Credit Hours/ Minutes:** 4 / 4500  
**Class Location:** Bldg 6 Room 6102  
**Class Meets:** 10:15AM- 12:45PM MTWR  
**CRN:** 60043

**Instructor:** Tony Criswell  
**Office Location:** Bldg. 6 Room 6102  
**Office Hours:** : 1:30-4PM MTWR  
**Email Address:** [tcriswell@southeasterntech.edu](mailto:tcriswell@southeasterntech.edu)  
**Phone:** 478-289-2235

### REQUIRED TEXT:

- **Motor Controls** by NCCER, Pearson Publishers ISBN 978-1-269-83003-4

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

**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.

**COURSE DESCRIPTION:** Introduces line and low voltage switching circuits, manual and automatic controls and devices, and circuits. Emphasis will be placed on switching circuits, manual and automatic controls and devices, line and low voltage switching circuits, and operation, application and ladder diagrams

**MAJOR COURSE COMPETENCIES:** ladder and wire diagrams, switching circuits, manual controls and devices, automatic controls and devices, application and operation of controllers and controls, and variable speed controls

### COREQUISITE(S):

### COURSE OUTLINE:

1. Ladder and Wire Diagrams
2. Switching Circuits
3. Manual Controls and Devices
4. Automatic Controls and Devices
5. Application and Operation of Controllers and Controls
6. Variable Speed Controls

**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.

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:** All students are responsible for policies and procedures in the *STC-E Catalog and Handbook*. All students are expected to demonstrate preparation for class by having assigned text readings completed prior to class time. All tests, assignments, and learning activities are to be completed according to the lesson plans/calendar per the instructor's directions. The student is completely responsible for all assignments given and for material missed when absent. **Electrical Systems Technology program students must earn a minimum grade of C in this course.**

**EXIT EXAM:** This course includes an exit exam to pass the class. You must score a 70 or higher on the exit exam to pass the class.

**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.

**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.

**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, Room 1208, (478) 289-2274 -- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

**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 may 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.

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 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](http://www.southeasterntech.edu).

#### **GRADING POLICY**

Module Test	30%
Review Questions	10%
Performance Evaluations/Labs	<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 1180 ELECTRICAL CONTROLS LESSON PLAN  
SUMMER SEMESTER 2014**

DATES	CHAPTER	OBJECTIVES	ASSIGNMENTS	Comp Area Gen. Ed Comp
May 21	<b>Summer Semester Begins</b>			
<b>May 20 Begin</b>  <b>June 21 End</b>	Control Systems- Module 26211-11	<ul style="list-style-type: none"> <li>• Discuss the various symbols used in motor controls</li> <li>• Discuss the various types of diagrams used in motor control</li> <li>• Learn to read a control diagram.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Read Module 26211-11 of the Electrical Level 2 Trainee Guide</b></li> <li>• <b>Watch the videos under Electrical Level 2 Module 26211-11 Media Library on NCCER Connect Website.</b></li> <li>• Answer the module review questions in Module 26211-11</li> <li>• Complete Module 26211-11 Performance Profile Sheet</li> <li>• Take the Module 26211-11 Exam</li> </ul>	<b>1,2,3,4,5 A,B,C</b>
<b>June 22 Begin</b>  <b>July 27 End</b>	Motor Controls- Module 26311-11	<ul style="list-style-type: none"> <li>• Discuss control circuits</li> <li>• Discuss logic functions</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Read Module 26311-11 of the Electrical Level 3 Trainee Guide</b></li> <li>• <b>Watch the videos under Electrical Level 3 Module 26311-11 Media Library on NCCER Connect Website.</b></li> <li>• Answer the module review questions in Module 26311-11</li> <li>• Complete Module 26311-11 Performance Profile Sheet</li> <li>• Take the Module 26311-11 Exam</li> </ul>	<b>1,2,3,4,5,6 A,B,C</b>
<b>COURSE COMPETENCIES:</b> <ol style="list-style-type: none"> <li>1. Ladder and Wire Diagrams</li> <li>2. Switching Circuits</li> <li>3. Manual Controls and Devices</li> <li>4. Automatic Controls and Devices</li> <li>5. Application and Operation of Controllers and Controls</li> <li>6. Variable Speed Controls</li> </ol>			<b>GENERAL EDUCATION CORE COMPETENCIES:</b> <ol style="list-style-type: none"> <li>A. The ability to utilize standard written English.</li> <li>B. The ability to solve practical mathematical problems.</li> <li>C. The ability to read, analyze, and interpret information.</li> </ol>	