



## Introduction to Layout and Fabrication –WLDG-1417

Course Syllabus: Summer 2020

“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	2:30-5:00pm	2:30-5:00pm	2:30-5:00pm	2:30-5:00pm		

The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.

### Course Description for WLDG-1417:

Fundamental course in layout and fabrication related to the welding industry. Major emphasis on structural shapes and use in construction.

### End-of-Course Outcomes:

Interpret welding symbols; utilize measuring instruments and tools for fabricating projects; define layout and fabrication terminology; and identify structural shapes and materials.

**Prerequisite:** WLDG 1313, WLDG 1425, WLDG 1428, WLDG 1430, WLDG 1434 or consent of instructor. Students enrolled in this course must have a tool kit (set of hand tools) that they may furnish or purchase from the college. Additional course fee: \$65.00. Three hours lecture and four hours lab each week.

### Required Textbook(s):

Basic Principles and Applications, 9th edition, by Larry Jeffus

**Publisher:** Delmar, Cengage Learning

**ISBN Number:** ISBN-13: 978-1-133-60578-2. ISBN-10: 1-133-60578-8

**Recommended Reading(s):** None

**Exemplary Educational Objectives:** None

The students will have to furnish their own tools, to include: Tape measure, Chalk line, Hand level, Pocket square, and heavy duty 4-1/2” Grinder as real PRO does!

**Other Course Requirements:**

### **General Classroom and Lab Policies**

The Mechanical Power Technology program, like most other vocational programs, has policies that must be followed. These policies will give you, the student, a better opportunity to learn the mechanical power trade. *The general classroom and lab policies are in the Mechanical Power Technology Shop Safety Manual.* The instructor may have additional policies for their class.

### **General Safety Policies**

Anyone with extremely long hair must have some way to keep it up (hair net, hat). There will be no open-toe shoes worn in the shop (sandals, flip flops). Each student will be required to have a pair of safety glasses to be at all times. *The general safety policies are in the Mechanical Power Technology Shop Safety Manual.* The instructor may have additional safety policies for their class.

### **Student Responsibilities/Expectations:**

#### **Dress**

It is important to present a professional image in the work place. Therefore, students are required to wear 100% cotton long sleeve shirts. They may be purchased in the bookstore or you can purchase in town. If your employer furnishes uniform shirts, they may be worn in place of the school shirt. These shirts should be clean and neat at all times. You must have an approved uniform Welding Clothing by the second week of class. If you do not, you will not allowed to start any hands-on welding in the lab and 10 points will be deducted from your professionalism grade each class period proper welding clothing is not worn. **Shorts and sandals are not allowed. Professional appearance is part of your grade**

### **NTCC Academic Honesty Statement:**

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

## **Conduct of Course**

### **Attendance Policy**

Regular and punctual attendance at all scheduled classes is expected. Attendance is necessary for successful completion of course work. If you are absent, you are responsible for initiating procedures for make-up work. All course work missed, regardless of cause, is to be completed to the satisfaction of the instructor. Every time the student comes late to class will be adding deduction points into his final grade. *More than three absences is considered excessive!* It is up to you to initiate a drop in the Office of Admissions and Records. (At the discretion of the instructor, a student with no more than two absences and with an "A" average will be exempt from the final exam.)

**Academic Ethics**

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

**ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to arrange an appointment with a College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

**Family Educational Rights And Privacy Act (Ferpa):**

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

**Other Course Policies:****LOCKERS AND TOOLS BOXES AT THE END OF EACH SEMESTER**

**Each student has to clean up his/her own locker, take all personal items out the locker box and return ALL WELDING TOOLS. IF ANY WELDING TOOL IS MISSING, HE/SHE WILL NOT RECEIVE A FINAL GRADE UNTILL ALL THEM ARE RETURNED BACK AS THEY WERE ISSUED AT THE BEGINNING OF THE SEMESTER.**

I HAVE READ THE SYLLABUS FOR THIS COURSE AND UNDERSTAND WHAT IS REQUIRED TO PASS. I UNDERSTAND THE EVALUATION AND GRADING POLICIES IN THIS COURSE.

I WILL FOLLOW ALL SAFETY AND CLASSROOM POLICIES BOTH WRITTEN AND VERBAL.

ALL QUESTIONS I HAD WERE ANSWERED BY THE INSTRUCTOR TO MY SATISFACTION.

COURSE WLDG 1417.

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Student Signature

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Date