

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO



**SAULT
COLLEGE**

COURSE OUTLINE

COURSE TITLE: TRADE PRACTICES
CODE NO. : HET701 **SEMESTER:** LEVEL 2
PROGRAM: COMMERCIAL VEHICLE AND EQUIPMENT HED
APPRENTICESHIP
AUTHOR: GEORGE PARSONS
DATE: JAN 2011 **PREVIOUS OUTLINE
DATED:** JAN 2010
APPROVED:

“Corey Meunier”
CHAIR

DATE

TOTAL CREDITS:

PREREQUISITE(S):

HOURS/WEEK: 16 TOTAL HOURS OVER EIGHT WEEKS
NOTE: DOES NOT INCLUDE WELDING.

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For additional information, please contact Corey Meunier, Chair
School of Technology & Skilled Trades
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I. COURSE DESCRIPTION:

The apprentice will be able to describe heating and ventilation system testing and repair procedures following manufacturers' recommendations, government regulations, and safe work practices.

The apprentice will be able to describe air conditioning system testing and repair procedures following manufacturers' recommendations, government regulations, and safe work practices.

The apprentice will be able to identify unsafe/faulty operator protection devices following manufacturers' recommended practices and government regulations.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Heating and Ventilation Systems:

Define the purpose and fundamentals of heating and ventilation systems.

Potential Elements of the Performance:

- air flow characteristics
- inside and outside ventilation
- air quality

1a. Describe the construction features, composition, types, and application of heating and ventilation system components.

Potential Elements of the Performance:

- blower motors and wheels
- plenum chambers and ducts
- air doors
- heater cores
- controls

1b. Explain the principles of operation of heating and ventilation systems.

Potential Elements of the Performance:

- ventilation systems
- blower motor and wheels
- plenum air flow
- air doors
- heater cores
- controls
- defrost

- 1c. Perform the inspection and testing procedures following manufacturers' recommendations and government regulations and perform assigned operations for heating and ventilation systems.**

Potential Elements of the Performance:

perform a demonstration of the inspection of heater assemblies for:

- leaks (air, coolant)
- loose mountings
- door operation
- blower operation
- contamination

- 1d. Recommend reconditioning or repairs following manufacturers' procedures, government regulations, and safe work practices and perform assigned operations for heating and ventilation systems.**

Potential Elements of the Performance:

identify the recommended repairs based on test results of the system

outline the replacement procedures for

- heater cores
- heater hoses
- ventilation controls

- 2. Air Conditioning Systems:
Define the purpose and fundamentals of air conditioning systems.**

Potential Elements of the Performance:

- methods of heat transfer
- temperature and humidity relationship
- solid, liquid and gas states
- properties of refrigerants
- alternative refrigerants
- gas laws, temperature, pressure and volume

air conditioning thermo-dynamics

- heat absorption
- liquid and gas states
- temperature effects
- thermal expansion and contraction
- refrigerant waste law requirements

2a. Describe the functions, construction features, composition, types, and application of refrigerants and air conditioning components.

Potential Elements of the Performance:

- refrigerant characteristics

R12

- dichlorodifluoromethane
- boiling point, toxicity, flammability, etc.

R134A

- tetrafluoroethane
- boiling point, toxicity, flammability, etc.

- lubricants for refrigerants—R12 and R134A systems
- air conditioning thermo-dynamics
- identify the major components used in mobile air conditioning

identify the location of major components and controls

- condenser
- receiver dehydration
- accumulator-dryer
- evaporator
- compressor
- hoses, lines and fittings

describe the function of air conditioning control system components:

- low and high pressure cutout
- low charge protection
- evaporator temperature control
- cycling clutch control
- orifice tubes
- expansion valves
- fan controls

2b. Explain the principles of operation of air conditioning systems.

Potential Elements of the Performance:

- thermostatic expansion valve system
- refrigerant compressors
- system lubrication

control valves

- low and high pressure cutout

- low charge protection
- evaporator temperature control, including expansion valves
- cycling clutch control
- orifice tube
- low temperature lockout
- condenser
- receiver dryer (dehydrator)
- accumulator-dryer (dehydrator)
- evaporator

compressors

- axial recirculating
- radial
- variable displacement
- scroll
- vane

2c. Perform inspection and testing procedures following manufacturers' recommendations, government regulations, and safe work practices and perform assigned operations for air conditioning systems.Potential Elements of the Performance:

- **outline major differences in testing R12 and R134A systems**
- **demonstrate the testing for refrigerant leaks**
- **demonstrate the testing of system operating pressures and control functions**
- **demonstrate system performance tests**

identify leak testing methods

- dyes
- electronic leak detectors (must meet SAEJ1627 and SAEJ1628 standards)
- bubble producing solutions
- nitrogen testing
- **trace gas testing**

identify potential location of leaks

- fittings
- lines
- seals
- compressor
- evaporator
- condenser

3. Recommend reconditioning or repairs following manufacturers' recommendations and government regulations, and perform assigned operations for air conditioning systems.

Potential Elements of the Performance:

- describe the recommended procedures to remove and replace lines, hoses and fittings
- describe the recommended procedures to remove and replace compressors, evaporators, condensers, and control devices
- perform a demonstration of compressor drive belt adjustment procedures
- perform a demonstration of the discharging, evacuating, recovery, recycling, and recharging procedures

III. TOPICS:

1. HEATING AND VENTILATION SYSTEMS
2. AIR CONDITIONING SYSTEMS
3. OPERATOR PROTECTION DEVICES

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Various Handouts as Supplied

Sault College/SAE approved safety glasses and steel toe work boots required for shop activities. Coveralls or a shop coat.

V. EVALUATION PROCESS/GRADING SYSTEM:

- **70% of theory testing.**
- **10% shop assignments.**
- **20% Final Exam.**

The following semester grades will be assigned to students:

Grade	Definition	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	

U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

VI. SPECIAL NOTES:

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

It is the departmental policy that once the classroom door has been closed, the learning process has begun. Late arrivers will not be granted admission to the room.

VII. COURSE OUTLINE ADDENDUM:

The provisions contained in the addendum located on the portal form part of this course outline.



Professor Parsons
Student Assessment Procedure
For
Motive Power
THEORY ASSIGNMENTS

Theory assessment is based on regularly scheduled tests and assignments and final exam. Attendance and home work checks are recorded and used as an aid for counseling.

The following grades will be assigned for Theory Assignments:

A+	90 to 100
A	85
A-	80
B +	79
B	75
B-	70
C +	69
C	65
C-	60
D	50
F (Fail)	49 or less.

Assignments will be graded as follows:

- a) One day after the original due date – 70% maximum.
- b) Two or more days after the original due date – 50% maximum.



**Professor Parsons'
Motive Power Program
Policies and Procedures**

1. During your program, you are considered to be a member of the Motive Power Department. As such, your actions and behavior, both in the college and the community reflect on this Department. We trust that your influence will be positive.
2. College policy prohibits the consumption of food and drink in the classrooms and shop. Smoking is allowed only outside of the building in designated smoking areas. **No smokeless tobacco is allowed in theory class or shop class.**
3. CSA approved Safety Glasses and Safety Boots must be worn in the Shop at all times. This means going to and from all of the classrooms located in the shop. It is the responsibility of the **STUDENT** to wear them. You will be marked absent if the aforementioned policy is not adhered to.

Note; All safety glasses and boots must meet Sault College CSA approval rating.

NO GLASSES-NO BOOTS-NO ENTRY!!

4. SAFETY

- 4.1 Students must not enter the shop area or commence work before their scheduled time.
- 4.2 Students must not work alone or in an unsupervised area.
- 4.3 Students must have lift truck training prior to operating those units.
- 4.4 Students must have equipment training and Technologist/Professor approval before operating any equipment.
- 4.5 Students must not use or operate equipment that is found to be unsafe or damaged. All such equipment must be reported to the Professor or Technologist who will replace and/or repair the said equipment.

- 4.6 Where damaged or unsafe equipment cannot be repaired or replaced, the Professor/Technologist will provide students alternate shop activity.
- 4.7 Students must follow instructions and safe work practices in order to use or operate any shop equipment.
5. Repairs to your private vehicles in our facilities can be educational to you. We will accommodate you if the work is part of our program and schedules in. **No car should be parked in the shop compound or outside a shop door without staff permission and a temporary parking pass clearly displayed.**
6. **Attendance** – if late, don't bother coming until the next class, you will be marked absent. The student is to be continuously present and actively participating during all scheduled theory and shop classes (scheduled breaks excepted).
- 6.1 A terminal objective of the Motive Power Department is the demonstration of satisfactory attendance and punctuality performance that the Motive Power Industry, itself, relies on, for efficiency, productivity and profitability.
- 6.2 If you are marked absent, and no reasonable excuse is given your absence will be termed unexcused (See 1.4 below). There should **NOT** be a reason to **NOT** let us know nor related subject Professors, in writing why you're absent.
- 6.3 Students will lose marks from their theory and shop mark grade for unexcused absences. Poor attendance can mean a repeat of both theory and shop courses if your employment skills are poor. This is based on what is considered: Employability Skills.
- 6.4 At 10% of accumulated hours of unexcused absence you will be asked to a scheduled meeting with your Professor and will be asked to sign a contract enabling you to continue the course.
- 6.5 If you are absent from class, the lesson material is your responsibility.
7. **BEHAVIOR/ATTITUDE**
- 7.1 Students are required to:
- Properly care for and maintain all shop and classroom equipment.
 - Properly clean the shop/classroom facility and equipment at the end of each class.
 - Remain in the class during clean-up and assist in the cleaning and shutting down of their shop/classroom.

- 7.2 Students are expected to conduct themselves in a manner that does not interfere with or obstruct the overall learning environment.
- 7.3 The following activities are not allowed in the shop/classrooms:
- Horseplay.
 - Making unnecessary noise.
 - Swearing.
 - Abusive behavior.
 - Smoking, chewing smokeless tobacco, beverages and eating.

8. ASSIGNMENTS AND THEORY TESTS

- 8.1 Students are required to hand in assignments or write theory tests on the day and at the time specified/scheduled. See item #16 in the aforementioned document.
- 8.2 Assignments will be graded as follows:
- One day after the original due date – 70% maximum.
 - Two or more days after the original due date – 50% maximum.

NOTE: The only exception of Policy # 8 shall be those arising from personal emergencies (i.e. car accident, family death, serious illness, employment reasons) and the student supplies a written statement to that effect. See item #16.

9. Please, coffee breaks only 10 to 12 minutes **MAXIMUM. NOTE: Individual Professors will address each class with their expectations. Some may only allow 10 minutes.**
10. Please refrain from loitering in “C” wing hallways, around shop hallway entry doors and outside entrance doorways/walkways.
11. Being under the influence of alcohol or drugs during any shop or theory class will not be tolerated and the student will be excused from class at the Professor’s discretion.
12. Please remember that you must attend all related subject areas and pass successfully to obtain a Certificate or Diploma.
13. If you miss a test with an **“unexcused absence”** (as deemed legitimate by your professor) you will **NOT** be allowed to write that test. Only if; a doctors note, airline ticket, etc., or circumstances arising from a family emergency; and legitimate written proof can

be presented to the professor. See item number 18 below for clarification.

- 14.** If a class is missed or going to be missed it is your responsibility to notify in writing (see item #16 below) your Professor and make arrangements for handouts and notes taken while you are away.
- 15.** **The use of Lap Tops, cell phones/PDA's, electronic information/image capturing, recording device for any form of communication or recording (voice, text, recording, image, etc...) during theory class or shop is strictly prohibited. Cell phones/PDA's must be silenced during regular class and shop times and must be turned off and kept out of sight during all classes and test sittings. Failure to follow the latter requirement during a test sitting will result in a grade of 0 (zero) being assigned and if not out of sight or being used during class, the unit WILL be confiscated for the duration of the class.**

NO EXCEPTIONS

- 16.** Students may not wear earphones/headphones of any kind (i.e. for playback of recorded music/voice) during theory classes, shop classes and test sittings. This does not include hearing aids as required by hearing impaired students.
- 17.** **NO Lap Top Computers** will be allowed in any class unless proper documentation is provided that the computer is required for learning assistance.
- 18.** **Any request to deviate from the aforementioned course outline requirements must be made to the Professor in writing or via Sault College email. *If* permission is granted it must also be granted in writing or via Sault College email. Verbal requests/permissions are not acceptable. It is the student's responsibility to maintain a copy of all such requests and associated permissions.**

Student
Signature: _____

Date: _____

Students refusing to sign this form will not be allowed to register or continue in their course.