

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO



Sault College

COURSE OUTLINE

COURSE TITLE: Equipment Handling Practices and Procedures
CODE NO. : CTT103 **SEMESTER:** 1
PROGRAM: Construction Carpentry Techniques
AUTHOR: Sam Spadafora
DATE: Sept/08 **PREVIOUS OUTLINE DATED:**
APPROVED: "Corey Meunier"
CHAIR Jul 23 08
DATE
TOTAL CREDITS: 2
PREREQUISITE(S): Nil
HOURS/WEEK: 2

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For additional information, please contact Corey Meunier, Chair
School of Technology & Skilled Trades
(705) 759-2554, Ext. 2610

I. COURSE DESCRIPTION:**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

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

1. Describe the methods and procedures required for the use of stationary equipment according to manufacturer specifications
2. Describe the methods and procedures required for the placement of stationary equipment according to manufacturer, environmental and occupational health and safety standards
3. Describe the methods and procedures required for the placement of stationary equipment according to manufacturer, environmental and OSHA safety standards.
 - list required personal protective equipment
 - list related equipment, including: pumps, compressors, generators and lighting stations
 - Describe the movement of equipment into place
 - Describe leveling equipment
 - Describe procedures to secure equipment with blocking and pads
 - Describe the use of barricades in relation to the location of equipment
 - Describe procedures to check fluid levels
 - Identify equipment ventilation standards
 - Interpret related OSHA legislation

III. TOPICS:

1. Health and Safety legislation
2. Recognizing Hazards
3. Equipment and functions
4. Safe set up of equipment and it's location
5. Proper personal protective equipment
6. Equipment maintenance

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Hard Hat, CSA Approved Safety Boots, Safety Glasses, Gloves

V. EVALUATION PROCESS/GRADING SYSTEM:

Students must submit assignments by specified due date. Five-percent per day will be deducted from the final grade for every day the assignment is late up to a maximum of three days. Students will receive a final grade of zero after three days.

Students will receive a final grade of zero on all missed quizzes and exams unless written notification is received at least 24-hours in advance

Theory Testing	20%
Application Exercises	40%
Attendance	10%
Final Exam	30%

The following semester grades will be assigned to students:

Grade	<u>Definition</u>	<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:Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Special Needs office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. Students who engage in academic dishonesty will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.