

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



**SAULT  
COLLEGE**

**COURSE OUTLINE**

**COURSE TITLE:** MACHINE SHOP FUNDAMENTALS

**CODE NO. :** MCH140 **SEMESTER:** TWO

**PROGRAM:** PRE-TRADES AND TECHNOLOGY

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**DATE:** JAN 2010 **PREVIOUS OUTLINE DATED:** JAN 2009

**APPROVED:** \_\_\_\_\_  
*“Corey Meunier”*  
CHAIR DATE

**TOTAL CREDITS:**

**PREREQUISITE(S):**

**HOURS/WEEK:**

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**I. COURSE DESCRIPTION:**

This course will allow the student to develop the skills required to operate the various machines and equipment necessary to work safely and productively in a machining, manufacturing and maintenance setting with a focus on building parts or making repairs in industry. Special attention will be placed on accurate measurement and inspection.

A 95% attendance is recommended to successfully complete this course.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

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

**1. *Work safe in a shop environment whether running machines or doing bench work.***Potential Elements of the Performance:

- Use all shop safety rules.
- Wear and use proper safety equipment.
- Operate machines in a safe manner.
- Practice safe working habits.

**2. *Use all of the various measuring tools to verify dimensions of machined parts.***Potential Elements of the Performance:

- Use measuring tools such as scales, inside and outside micrometers and vernier calipers.
- Use transfer measuring tools such as inside and outside calipers, telescopic gauges, small hole gauges and dividers.

**3. *Perform basic layout using various tools and methods.***Potential Elements of the Performance:

- Perform layout using combination set, scales, protractors, height gauges, surface gauges and dividers.
- Mark layout using scribes, prick and centre punches.

**4. *Safely operate various grinders used in industry.***Potential Elements of the Performance:

- Operate pedestal grinders.
- Operate hand grinders.

- Safely change grinding wheels.
- Safely dress grinding wheels.

**5. *Select and operate different types of drill presses and hand drills.***

Potential Elements of the Performance:

- Operate sensitive and radial arm drill presses safely.
- Select and operate pneumatic and electric hand drills and perform safe drilling.
- Select proper size drills for drilling and tapping.
- Sharpen a twist drill bit.
- Perform operations such as drilling, reaming, spot facing and counter boring.
- Perform safe work holding using clamps, vises, angle plates, vee blocks and parallels.

**6. *Safely operate various cutoff and band saws.***

Potential Elements of the Performance:

- Operate horizontal band saw.
- Operate vertical contour band saw.
- Operate electric chop saw.
- Inspect and change blades as required.
- Select proper speeds and feeds for sawing.

**7. *Safely use assorted hand tools.***

Potential Elements of the Performance:

- Select and use various wrenches (Screwdrivers, hex, torx etc.)
- Select and use proper files, chisels, punches etc.
- Identify worn or defective hand tools.

**8. *Safely perform bench work.***

Potential Elements of the Performance:

- Proper use and care of files.
- Proper care and use of hack saws.
- Select and use different taps and dies based on application.

**9. Safely operate metal cutting lathes using assorted work holding devices.**

Potential Elements of the Performance:

- Use and care of 3 jaw and 4 jaw independent chucks.
- Select different centres such as live, dead or bell.
- Care and use of collet chucks and mandrels.
- Setup and use steady and follower rests.
- Machine between centres using a lathe dog and face plate.

**10. Safely perform various machining operations on the lathe.**

Potential Elements of the Performance:

- Operate lathe performing facing, turning and boring.
- Using calculations and formulas select proper speeds and feeds.
- Using proper formulas perform threading and taper turning.
- Safely perform knurling, grooving and parting off.

**III. TOPICS:**

1. Working safely in a shop environment.
2. Use and care of measuring tools.
3. Performing basic layout.
4. Safe use of grinders.
5. Selection and operation of drill presses.
6. Safe operation of various saws.
7. Use and care of hand tools.
8. Performing safe bench work.
9. Work holding devices for the lathe.
10. Safely performing operations on the lathe.

**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**

Machine Shop Fundamentals textbook  
 Scientific calculator (**cell phones are not to be used as calculators**)  
 Safety glasses  
 Safety boots  
 Shop coats ( Not mandatory but recommended to protect clothing)  
 Hair net required when hair is below collar length.  
 ( Hair may also be put up underneath a ball cap)

**\*NOTE\***

Students are expected to wear safety equipment in the shop, failure to do so will result in denial to work in the shop on that occasion and will be recorded as absent . While working in the shop do not wear rings or exposed jewelry or shorts.

**CELL PHONES MUST NOT BE USED IN THE SHOP OR CLASSROOM****V. EVALUATION PROCESS/GRADING SYSTEM:**

<i>Projects</i>	40%
<i>Attendance</i>	15%
<i>Participation, Housekeeping, Attitude</i>	15%
<i>Tests and Quizzes</i>	<u>30%</u>
<i>Total</i>	100%
<b>Attendance</b>	<b>-1% per unexcused Hour</b>
<b>Safety violations</b>	<b>-2% per violation</b>

The following semester grades will be assigned to students in postsecondary courses:

<b>Grade</b>	<b><u>Definition</u></b>	<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	

U	placement or non-graded subject area. 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.

#### **V.I. SPECIAL NOTES:**

##### 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.

##### 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.

##### 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. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

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

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

Disability Services:

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

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*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may (i) issue a verbal reprimand, (ii) make an assignment of a lower grade with explanation, (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade “C”, (iv) make an automatic assignment of a failing grade, (v) recommend to the Chair dismissal from the course with the assignment of a failing grade. 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.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

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.