SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE MARIE, ONTARIO

COURSE OUTLINE

COURSE TITLE:	Trade Practices		
CODE NO. :	MTF108	**SEMESTER:**	ONE
PROGRAM:	Metal Fabricator Technician / Welding Techniques		
AUTHOR: **INSTRUCTOR:**	Steve Witty		
DATE:	September 2016	**PREVIOUS OUTLINE DATED:**	September 2015
APPROVED:	*"Corey Meunier"* **CHAIR**		May 2016
TOTAL CREDITS:	TWO		
PREREQUISITE(S):	N/A		
HOURS/WEEK:	TWO		

I. COURSE DESCRIPTION

This course covers all of the trade calculations and basic math skills a student will require to be work in the welding trade.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

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

1. Whole Numbers

Potential Elements of the Performance:

- Addition of whole numbers
- Subtraction of whole numbers
- Multiplication of whole numbers
- Division of whole numbers

2. Common Fractions

Potential Elements of the Performance:

- Intro to common fractions
- Measuring instruments
- Addition of common fractions
- Subtraction of common fractions
- Multiplication of common fractions
- Division of common fractions
- Combined operations with common fractions

3. Decimal Fractions

Potential Elements of the Performance:

- Introduction to decimal fractions, rounding, calculations.
- Addition and subtraction of decimal fractions
- Multiplication of decimals
- Division of decimals
- Decimal fractions and common fraction equivalents
- Tolerances
- Combined operations with decimal fractions
- Equivalent measurements

4. Averages, Percentages, and Multipliers

Potential Elements of the Performance:

- Averages
- Percent and percentages (%)

5. Metric System Measurements

Potential Elements of the Performance:

- The metric system of measurements
- English-metric equivalent unit conversions
- Combined operations with equivalents units

6. Computing Geometric Measure and Shapes

Potential Elements of the Performance:

- Perimeter of squares and rectangles
- Area of squares and rectangles.
- Area of triangles and trapezoids
- Volume of cubes and rectangular shapes
- Volume of rectangular containers
- Circumference of circles, and perimeter of semicircular-shaped figures
- Area of circular and semicircular figures
- Volume of cylindrical shapes
- Volume of cylindrical and complex containers
- Mass (weight) measure

III. TOPICS:

1. Whole Numbers
2. Common Fractions
3. Decimal Fractions
4. Averages, Percentages, and Multipliers
5. Metric System Measurements
6. Computing Geometric Measure and Shapes

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

- Books: First Year welding Bundle (Practical Problems in Math Welders 6th Edition)
- Fractional Calculator

V. EVALUATION PROCESS/GRADING SYSTEM:

NOTES:

1. Late hand in penalties will be 10% per day. Assignments will not be accepted past one week late unless there are extenuating and legitimate circumstances.
2. If a student misses a test/lab he/she must have a valid reason (i.e. medical or family emergency – documentation shall be required). In addition, the instructor MUST be notified PRIOR to the test or lab sitting. If this procedure is not followed the student will receive a mark of zero on the test/lab with no make-up option.
3. Re-writes are NOT allowed for any written assignment, quiz or test.
4. Course attendance is mandatory. One percent (1 %) per hour will be deducted from the final course grade for unexcused* absence.

Valid reasons would include:

- Doctor's note
- Family Death or Serious Illness supported by a written note.

FINAL COURSE GRADES:

The final course grade will be determined by means of the following list of weighted factors:

Factor	***Value***
Quiz (2 quizzes each worth 25%)	50%
Test (2 tests each worth 25%)	50%
Attendance	-1% per Unexcused Hour

The following semester grades will be assigned to students:

Grade	Definition	Grade Point Equivalent
A+	90 - 100%	4.00
A	80 - 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
F (Fail)	59% and below	0.00

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.

If a faculty member determines that a student is at risk of not being successful in their academic pursuits and has exhausted all strategies available to faculty, student contact information may be confidentially provided to Student Services in an effort to offer even more assistance with options for success. Any student wishing to restrict the sharing of such information should make their wishes known to the coordinator or faculty member.

Electronic Devices and Cell Phones are not permitted in the classroom.

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:

Calculators are not to be used until Outcome #6 Geometric Shapes.
The provisions contained in the addendum located in D2L and on the portal form part of this course outline.