

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



**SAULT  
COLLEGE**

**COURSE OUTLINE**

**COURSE TITLE:** Installations Methods I

**CODE NO. :** ELR624 **SEMESTER:** Basic

**PROGRAM:** Construction & Maintenance Electrician  
Apprenticeship – Basic

**AUTHOR:** Sean Hager

**DATE:** March 2015 **PREVIOUS OUTLINE DATED:** August 2014

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

**TOTAL CREDITS:**

**PREREQUISITE(S):**

**HOURS/WEEK:**

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**I. COURSE DESCRIPTION:**

This hands-on course introduces the student to residential wiring practices.

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

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

1. Correctly select and safely install common residential electrical wiring systems and equipment within the regulations and standards set out by the Canadian Electrical Code (CEC).

Potential Elements of the Performance:

- Demonstrate the correct installation procedures and wiring connections for common residential switching devices and outlets, ensuring strict adherence to CEC (Canadian Electrical Code) and NBC (National Building Code) regulations.
- Demonstrate the proper installation procedures required for the following wiring methods while ensuring strict adherence to CEC regulations: non-metallic sheathed cable, armoured cable, mineral insulated cable, metallic sheathed cable, rigid conduits, flexible conduits, liquid-tight conduit, electrical metallic tubing, and electrical non-metallic tubing.
- Demonstrate the ability to install a complete 100 amp, residential service including the following circuits: hot water heater, range outlet, dryer outlet, split duplex receptacle, bathroom outlet, outside weather-proof receptacle, general branch circuit.
- Prepare a layout drawing for a service mast and indicate the procedure for installation.
- Demonstrate the proper use of common hand tools used in the electrical trade.
- Demonstrate the proper installation of enclosures and fittings common to the electrical trade.
- Demonstrate the proper installation of cable, conduit and enclosure supports common to the electrical trade.
- Demonstrate the proper techniques for the terminating of conductors.
- Identify and terminate copper communication and hard wired cables for telephones.

**III. TOPICS:**

1. Residential Wiring Practices.

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

- Ontario Electrical Safety Code (current edition) or Canadian Electrical Code Part 1 (Current Edition)
- Electrical Wiring Residential (Current Edition published by Delmar)

Hand tools including tester/multimeter, common screw drivers, diagonal pliers, side cutters, adjustable pliers, hack saw, claw hammer, tool pouch and tool box.

Required personal protective equipment (PPE) including 'Hot Gloves' and safety glasses.

**V. EVALUATION PROCESS/GRADING SYSTEM:**

Lab: Shop activities, labs and practical work :	50%
Theory: Final Drawings and Code assignments	25%
Testing	<u>25%</u>
	100%

- You must complete and pass all sections of the above breakdown.
- You must complete all labs listed on page 12 of this course outline during scheduled class time to pass the course.
- Tests will not be returned but will be available for review.

The following semester grades will be assigned to students:

<b>Grade</b>	<b><u>Definition</u></b>	<b><i>Grade Point Equivalent</i></b>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% 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.

## 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.

If a student misses a test he/she must have a valid reason (i.e. medical or family emergency – documentation may be required). In addition, the instructor must be notified prior to the test sitting. If this procedure is not followed the student will receive a mark of zero on the test with no make-up option.

If a student misses class time due to sickness, family emergency or other reason beyond his/her control the student must at his/her first opportunity meet with the course faculty to discuss if the missed time has placed the student at an increased risk of failing. The student must follow up the meeting by emailing the faculty with a summary of the meeting's discussions. Documentation validating the missed time may be required. Any material covered during any absence legitimate or not is the responsibility of the student.

There are no makeup tests, assignments or extra work allowed for any reason.

There will be no extra lab time given. Any material covered during any absence legitimate or not is the responsibility of the student.

Required texts are brought to each class. Sections of the course text books may be highlighted however they are not to be written in. Tests will be 'open book' as far as the textbooks are concerned. However, use of a book containing markings other than the aforementioned highlights is not permitted and will be considered as academic dishonesty. Students are responsible for supplying their own texts for tests. Sharing books during a test is not permitted.

Use of cell phones/PDAs for any form of communication (voice, text...) during class or lab time is strictly prohibited. **Cell phones/PDAs must be silenced during regular class and lab times and must be turned off and kept out of sight during test sittings. Failure to follow the latter requirement during a test sitting will result in a grade of 0 being assigned.**

Students may not wear earphones of any kind during lab activities or test sittings. This does not include hearing aids required for the hearing impaired.

## **VII. COURSE OUTLINE ADDENDUM:**

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

## General Lab Requirement for Write Ups

Lab 1 and Lab 2 require no write-ups; the student only has to demonstrate these labs to the instructor and have labs signed “complete” on their sheet.

### **Lab 2 through and including Lab 11 require write ups as outline below**

- 1) Labs shall have a wiring diagram and CE code rules that relate to each lab as per instructions from the instructor.
- 2) Labs shall have a computer generated wiring diagram of lab installation and related equipment.
- 4) Labs shall have Canadian Electrical Codes stated on the Lab Drawings
- 6) All labs assignments must neat and be turned in on hard copy before or no later than the last lab class of the semester.
- 7) Labs must be computer generated and labs that require tables shall be done in a spread sheet or in a word processor the can produce a table. **Hand written reports will not be accepted.**
- 8) Each lab may have specific requirement so read each lab carefully.
- 9) If the student is not clear on any of the requirements, it is his/her responsibility to ask the instructor for clarification.
- 10) **All lab reports are to include a title page with the following information**
  - **Lab title and number**
  - **Date Completed**
  - **Names of group members**
  - **Instructor’s name**
- 11) Lab reports are to include all procedures, diagrams and observation etc required in this course outline for the lab write-up to be complete. The labs are to be in the order they were performed / demonstrated and numbered to match the lab handouts.
- 13) One lab report submission per group; maximum 2 per group.

### **NOTE:**

You must pass all sections of the course, theory, and the Lab portions of ELR 624 course to obtain a passing grade in this course. If the student passes all sections, the final mark will be the mark as state for each section added together for the final mark. That is the theory mark, and lab marks will be added to arrive at a final student average for this course. If the student fails theory test, Practical Test, or lab section of this course he/she will receive an F grade (failing grade).

## Methods of Evaluation

Demonstration of Labs, Lab write-ups and tests etc. will constitute a total of 100% of your ELR 624 course mark. The distribution of marks is as stated in the previous pages.

### NOTES:

- Attendance is compulsory and may be taken each and every lab class or at random.
- Two percent per lab class will be deducted for each schedule lab class missed without permission by a student from his final grade.
- Every student will be allowed to miss only one lab class without a doctor's slip without any marks being deducted for that missed lab class.
- Students missing more than 1 lab class must have a doctor's slip or the 2% per missed lab class will be deducted from his/her final lab mark.
- Example the second miss lab class will result in the student having 2% deducted from his/her final lab grade, e.g. Final mark of 100 % - 2% = 98% or 65% - 2%= 63%
- Students missing any lab classes will still be responsible to have the particular lab completed.
- All drawings or diagrams must be computer generated (preferred) or very neatly hand drawn with rulers and stencils.
- All labs will contain the material that was stated in previous pages
- All labs must be demonstrated and signed off by instructor before any of the labs write up can be marked.
- The Lab completion sign off sheet must be in the front of the lab write-up book when write-up's are turned in for marking
- All labs must be turned in, in a binder, in order, at the start of the class before the written test for marking. No labs will be accepted for marking after the above deadline. No labs turned in will result in the student obtaining an F ( fail ) grade
- All labs must be signed by the instructor at the completion of each and every lab shop portion during the schedule lab class. Therefore when you have completed the lab steps and demonstrated the lab to the instructor, he/she will sign the lab and you may proceed with the next lab assignment. All parts of the lab report must be complete or the lab will not be marked.
- The student must demonstrate all lab projects assigned to the instructor to his/her satisfaction before the student can have the lab project signed by the instructor as being complete. To satisfy the instructor the lab must be completed
- The instructor may alter or give particular instructions, or additional instructions on a per lab bases

## REMEMBER:

Read all labs completely and any additional material that is included or handed out by the instructor that pertains to the labs. The student is responsible to make sure that he / she have read all material pertaining to a lab before starting the lab.

**ALL students** must **demonstrate all labs** to the instructor and have the instructor sign your sheet that each lab was completed successfully. The sheet will be given to you by the instructor during the first lab period.

**Note:** The sheet discussed above must be turned in with the lab write ups during the last lab class of the semester with all labs signed on the sheet and demonstrated to the instructor.

If the sheet is not with the lab write ups - the write ups will not be accepted for marking until the student re-demonstrates selected labs which the instructor will select as proof that the student has successfully completed the practical parts of the labs. The student will have to make arrangements with the instructor for a time to demonstrate his/her practical skill. If the student is successful in the practical demonstration his/her labs will be evacuated as if the student had turned in their signed sheet.

## YOU ARE RESPONSIBLE FOR YOUR SHEET NO EXCUSES WILL BE ACCEPTED

### **Important Note:**

- Attendance to shop activities is compulsory, unless discussed with the instructor in advance of the absence and the absence is for a medical or family emergency.
- Any student that is absent for any shop class will be required to provide a doctor's note immediately upon returning. Failing to do so will result in a grade of 0% being assigned to the missed shop activity.

At the instructor's discretions a deduction of 2% may be made from the student's final mark for each shop class or portion thereof missed.

**NOTE:** Each student must turn in his/her own sheet with each Project demonstration verified by the instructor signature. If the student does not turn the sheet with all Projects signed by the instructor the write-up will not be marked.

## Assigned Labs

**LAB #1**      **Introduction to the Electrical Lab, Equipment, and Devices**

**LAB # 2**      **Lights, Switches And Receptacles** (Note: Receptacles are not Switches)

- #1      15 amp feed first to the receptacle, then to switch and finally to the light.
- #2      15 amp feed first to the light, from the light to dimmer switch and finally light to the receptacle.
- #3      15 amp feed first to the light, then to the switch and from switch finally to the receptacle.
- #4      15 amp feed first to the 30 minute timer switch, then to light and from light finally to the receptacle.

**LAB #3**      **3-Way Switch Circuits**

- #1      15 amp feed first to one 3-way switch, then to the other 3-way switch and finally to the light.
- #2      15 amp feed first to the light, from the light to one 3-way switch and finally to the other 3-way switch.
- #3      15 amp feed first to the light, then each switch from the light.
- #4      15 amp feed first to the one 3-way switch, then to the light, then to the other 3-way switch.

**LAB #4**      **4-Way Switch Circuit**

15 amp feed first to the one 3-way switch, then to the light, then to the other 4 & 3 way switch.

**Lab #5**      **A Kitchen Split Receptacle**

**Lab #6**      **Dryer Receptacle install and draw - only draw Range Receptacle**

**Lab #7**      **Door Bell Installation**

**Lab #8**      **Fluorescent Light With Ac90.**

Fluorescent light and receptacle installation using armoured cable (AC90).

**Lab #9**      **3 Wire Split Circuit**

One light and one receptacle on each half of the 3 wire split circuit using only 3 conductor cables for lights & rec. 2 conductors for switches

**Lab #10**      **Emt Protect**                      GFCI Receptacle for surface mount

**Lab #11**      **SERVICE INSTALLATION** Overhead & Underground Drawing only  
**Note: do a drawing for both an Overhead Service 200 amp service and Underground 100 amp service include all necessary equipment type and size, conductor type and size and related codes.**

**Lab # 12**      **Practical test assigned by instructor**

*NOTE: Refer to the C.E.C. code and list the references and rules that apply to these installations*

**Note: All 10 labs must be completed, demonstrated and the write-ups must be turned into the instructor before a student will be permitted to do the test. Therefore the student must complete all lab requirements to be able to take the final test.**

## Evaluation Sheet Student's Name \_\_\_\_\_

Lab #	Marks shown are max. deductions per lab for unsatisfactory and or poor or sloppy work related to each lab at the discretion of the instructor	Overall Demo	Instructor's Signature	Write-up Mark %
1	<b>Introduction To The Electrical Lab, Equipment, And Devices</b>	No mark	no write up or demo	No mark
2	<b>Lights, Switches And Receptacles</b> Note Receptacles Are Not Switched. #A 15 amp feed first to the receptacle, then to switch and finally to the light. #B 15 amp feed first to the light, from the light to dimmer switch and finally light to the receptacle. #C 15 amp feed first to the light, then to the switch and from switch finally to the receptacle. #D 15 amp feed first to the 30 minute timer switch, then to light and from light finally to the receptacle.	15  AFCI	A_____  B_____  C_____  D_____	15%
3	<b>3-Way Switch Circuits</b> #A 15 amp feed first to one 3-way switch, then to the other 3-way switch and finally to the light. #B 15 amp feed first to the light, from the light to one 3-way switch and finally to the other 3-way switch. #C 15 amp feed first to the light, then each switch from the light. #D 15 amp feed first to the one 3-way switch, then to the light, then to the other 3-way switch.	15	A_____  B_____  C_____  D_____	15%
4	<b>4-Way Switch Circuit</b> 15 amp feed first to the one 3-way switch, then to the light, then to the other 4 & 3 way switch.	10		10%
5	<b>A Kitchen Split Receptacle</b>	5		5%
6	<b>Dryer Receptacle install and draw</b> , Only draw Range Receptacle. Mount dryer receptacle on stud wall.	5		10%
7	<u>Door Bell Installation</u>	5		5%
8	<b>Fluorescent Light With Ac90.</b> Fluorescent light controlled by a wall switch.	5		5%
9	<b>3 Wire Split Circuit</b> One light and one receptacle on each haft of the wire split circuit using only 3 conductor cable for lights & rec. 2 conductor for Switches	15		10%
10	<b>Emt Protect</b> GFCI Receptacle for surface mount ask for dimensions.	15		5%
11	<b>SERVICE INSTALLATION</b> <b>A. Overhead B. Underground</b>	10	A_____ B_____	20%
	<b>Total Marks</b>	100		100

**STUDENT COURSE AGREEMENT (Please print)**

I, \_\_\_\_\_ **student ID #** \_\_\_\_\_  
**with regards to the course known as Installation Methods (Course Code ELR624) have read and understood the course content, outline and expectations which clearly states the following:**

- 1- Absolutely no make up tests or exams will be administered with the exceptions of personal illness or death of an immediate family member both requiring written verification.
- 2- All labs must be handed in by the due date or a grade of 0 will be awarded. Due date is second last scheduled lab class of the intake.
- 3- Lab & lecture attendance are compulsory. Any lecture notes, lab assignments etc. missed will become the student's responsibility to retrieve from another student.
- 4- Lab or lecture quizzes can be presented at anytime without prior notification.
- 5- All Labs must be completed during assigned Lab times unless prior approval is obtained form the instructor.
- 6- Students must be able to demonstrate labs that are assigned by the instructor after the due date if requested by the instructor. Each student must be sure that he / she can duplicate the lab that they turned in on or before the due date. If the student cannot duplicate the lab to the satisfaction of the instructor, a grade of 0% will be assessed to that particular lab. Demonstration request will be at the discretion of the instructor.
- 7- In order to pass the course students must complete all labs plus a practical test during the scheduled lab time.
- 8- Students are not permitted to work in lab class outside of regular class time and it is up to students to schedule their time to complete all required labs.
- 9- Labs must be completed and removed 15 minutes before the end of lab class and if late leaving class minus 2% off final grade increasing to minus 5% for repeat offenders.
- 10- Students must supply their own hand tools, meters and safety glasses. Students will not be permitted in the lab without safety glasses and the student must wear safety glasses whenever in B1065. Students must never work alone in the lab. Unsafe work habits, improper behavior will not be tolerated.
- 11- I have read and understand the requirements outlined above and in the course outline.

\_\_\_\_\_  
 (Student's Signature)

\_\_\_\_\_  
 (Date)