

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



**SAULT  
COLLEGE**

**COURSE OUTLINE**

**COURSE TITLE:** Work Practices & Procedures

**CODE NO. :** MSE310 and MSE830      **SEMESTER:** TWO

**PROGRAM:** Motive Power Fundamentals – Small Engine Repair (5084)  
Marine Engine Mechanic – Level 3 Apprenticeship (6089)

**AUTHOR:** Gord Strachan

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

**APPROVED:**

*“Corey Meunier”*

**CHAIR**

**DATE**

**TOTAL CREDITS:** TWO

**PREREQUISITE(S):**

**HOURS/WEEK:**

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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:**

Upon completion of the reportable subject, the student is able to perform marine workplace practices and procedures in accordance with government safety regulations, manufacturers' recommendations and specifications and approved industry standards.

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

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

**1. Define Marine-Trade Related Terms and Definitions.**Potential Elements of the Performance:

- Define water craft orientation terminology.
- Define water craft movement terminology.

**2. Describe Marine Hardware, Adhesives and Sealants.**Potential Elements of the Performance:

- Describe the selection, function and construction features of marine hardware.
- Describe marine hardware installation procedures.

**3. Describe Marine Damage Identification and Repair Problems.**Potential Elements of the Performance:

- Describe the main types of marine vessel corrosion damage and maintenance procedures.
- Describe marine vessel damage repair procedures.

**4. Describe Sail Boat Set Up Procedures.**Potential Elements of the Performance:

- Identify the fundamentals, types and application of sail boat rigging equipment.
- Outline the skills required to correctly step and un-step sailboat masts to comply with standards indicated by the manufacturer.

**5. Describe Rigging of Main Vessels.**Potential Elements of the Performance:

- Interpret manufacturers' recommendations and specifications for rigging marine vessels with the required equipment.
- Perform marine vessel rigging equipment installation procedures.

**6. Perform Pre-Delivery and Test Run Procedures.****Potential Elements of the Performance:**

- Identify the pre-delivery inspection and set-up procedures of marine vessels.
- Perform in-water performance testing and evaluation of vessel operation.

**III. TOPICS:**

1. Terms and Definitions
2. Marine Hardware, Adhesives and Sealants
3. Damage Identification and Repair
4. Sail Boats
5. Rigging
6. Pre-Delivery and Test Run

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

**Title:** Understanding the Outboard Motor

**Edition:** 3rd

**Author:** Stagner

**Publisher:** Pearson Education

**Title:** Boat Owner's Mechanical and Electrical Manual

**Edition:** 3rd

**Author:** Calder

**Publisher:** McGraw Hill

**Title:** Safe Boating Guide

Transport Canada

Free Publication

**CSA Certified 6 inch Leather Safety Boots**  
**CSA Certified & Impact Resistant Safety Glasses**  
**Coveralls (non-flammable material - i.e. cotton)**  
**Shop Coat (optional)**

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

Theory	35%
Application Experiences	35%
Final Assessment	30%

The following semester grades will be assigned to students:

<b>Grade</b>	<b>Definition</b>	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	
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.

Attendance is mandatory except with a valid excuse. If late you will be marked absent for the whole hour. For every unexcused absence you will be deducted 1% per class period. Previous notification or a call the day of absence is required for excusal.

If you miss a test with an unexcused absence you will not be allowed to write that test.

If a class is missed or going to be missed it is your responsibility to notify your instructor and make arrangements for handouts and notes taken while you were away.

CSA approved safety glasses and safety boots must be worn in the shop at all times. Please have safety boots and safety glasses available because you may not have a lot of warning when going into the shop.

**CELL PHONES OR PAGERS MUST BE TURNED OFF IN ANY CLASS.**

**VII. COURSE OUTLINE ADDENDUM:**

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