



Introduction to Welding Fundamentals- (OFCW)-1421

Course Syllabus: Fall 2020

“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
					Appointment	

The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course

Course Description for WLDG-1421: An introduction to the fundamentals of equipment used in oxy-fuel and arc welding, including welding and cutting safety, basic oxy-fuel welding and cutting, basic arc welding processes and basic metallurgy.

Students enrolled in this course must have a tool kit from the college bookstore, or provide the necessary tools and consumables required to successfully completing the class. Additional course fee: \$65.00. Two hours lecture and Three hours lab each week.

Required Textbook(s):

Basic Principles and Applications, 8th edition, by Larry Jeffus

Publisher: Delmar, Cengage Learning

ISBN Number: 978-1-111-03917-2. ISBN-10: 1-111-03917-8

Recommended Reading(s): Basic Principles and Applications, 8th edition, by Larry Jeffus C
Chapter 2 Safety in Welding

Student Learning Outcomes:

Demonstrate safety procedures associated with oxy-fuel and arc process; perform basic welds using oxy-fuel and arc weld equipment; and identify ferrous and nonferrous metals.

- I. Orientation
- II. Safety
- III. Oxyacetylene
- IV. Arc Welding (SMAW)
- V.

Exemplary Educational Objectives: N/A

SCANS Skills:

Course Objectives

Upon successful completion of this course, the student will be able to:

Objectives for this course are listed in the handout that covers Competencies/tasks.

Lectures & Discussions:

Task Code	Task Description
2102.00	Oxyacetylene Cylinders and Equipment (F1, F5, F6, F11, C5, C9, C14)
2102.01	Demonstrate the proper method of handling, storing, and setting up oxyacetylene cylinders and equipment
2102.02	Demonstrate the ability for straight line cutting 1/4" to 3/8" metal
2102.03	Demonstrate ability for bevel cutting 1/4" to 3/8" metal
2102.04	Demonstrate ability for piercing and hole cutting
2102.05	Demonstrate ability for making a puddle bead on light steel plate
2102.06	Demonstrate ability for making a butt weld with no filler metal on light steel plate
2103.00	Arc welding and Equipment (F1, F5, F6, F11, C5, C9, C14)
2103.01	Demonstrate ability for setting up shield metal arc equipment
2103.02	Demonstrate ability for starting an arc and running stringer beads
2103.03	Demonstrate ability for running weave beads

Competencies/Tasks.

STUDENT NAME	Square Butt Joint with filler 3/32" or 1/8" RG-45. On 1"x6" MS-16 Gauge		LAP Joint with filler 3/32" or 1/8" RG-45. On 1"x6" MS-16 Gauge		Tee Joint with filler 3/32" or 1/8" RG-45. On 1"x6" MS-16 Gauge		OUT Side Corner No filler. On 1"x6" MS-16 Gauge		FINAL TEST ALL POSITIONS
	Square Butt Joint with MS-1/4" x" x 6" Flat Bar		Lap Joint with MS-1/4" x" x 6" Flat Bar		Tee Joint with MS-1/4" x" x 6" Flat Bar		Out Side Corner MS-1/4" x" x 6" Flat Bar		
	E6011	E7018	E6011	E7018	E6011	E7018	E6011	E7018	

Evaluation/Grading Policy:

The grades you will receive for this class will be based upon these areas:

A	Test and Quizzes:	Hands-on Lab Practices	50%
B.	General Work Habits: Safety, use of lab time, materials, and	Care of equipment.	20%
C.	Final Test:	Hands-on Lab All Positions Final Test	30%
D.			Total: 100%

Tests/Exams:

Same as the above Description

Assignments:

Oxyfuel Gas Welding: Check your Progress Write-in Text Units: 31-33

Other Course Requirements:

Each student is required to have a welding toolkit that may be purchased from the bookstore on campus AND steel toe boots for this course. If the student does not purchase this from the bookstore they will be required to provide the necessary equipment.

General Classroom and Lab Policies

The Mechanical Power Technology program, like most other vocational programs, has policies that must be followed. These policies will give you, the student a better opportunity to learn the mechanical power trade. *The general classroom and lab policies are in the Mechanical Power Technology Shop Safety Manual.* The instructor may have additional policies for their class.

General Safety Policies

Anyone with extremely long hair must have some way to keep it up (hair net, hat). There will be no open-toe shoes worn in the shop (sandals, flip flops). Each student will be required to have a pair of safety glasses to be at all times. *The general safety policies are in the Mechanical Power Technology Shop Safety Manual.* The instructor may have additional safety policies for their class.

Student Responsibilities/Expectations:

It is important to present a professional image in the work place. Therefore, students are required to wear 100% cotton long sleeve shirts. They may be purchased in the bookstore or you can purchase in town. If your employer furnishes uniform shirts, they may be worn in place of the school shirt. These shirts should be clean and neat at all times. You must have an approved uniform Welding Clothing by the second week of class. If you do not, you will not allowed to start any hands-on welding in the lab and 10 points will be deducted from your professionalism grade each class period proper welding clothing is not worn. **Shorts and sandals are not allowed. Professional appearance is part of your grade**

NTCC Academic Honesty Statement:

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

Conduct of Course

Attendance Policy

Regular and punctual attendance at all scheduled classes is expected. Attendance is necessary for successful completion of course work. If you are absent, you are responsible for initiating procedures for make-up work. All course work missed, regardless of cause, is to be completed to the satisfaction of the instructor. Every time the student comes late to class will be adding deduction points into his final grade. *More than three absences is considered excessive!* It is up to you to initiate a drop in the Office of Admissions and Records. (At the discretion of the instructor, a student with no more than two absences and with an "A" average will be exempt from the final exam.)

Academic Ethics

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to arrange an appointment with a College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

Family Educational Rights And Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Other Course Policies:

Class recognition certificates may be distributed at the end of the course. The awarding of such certificate is at the sole discretion of the instructor

LOCKERS AND TOOLS BOXES AT THE END OF EACH SEMESTER

Each student has to clean up his/her own locker, take all personal items out the locker box and return ALL WELDING TOOLS. IF ANY WELDING TOOL IS MISSING, HE/SHE WILL NOT RECEIVE A FINAL GRADE UNTILL ALL THEM ARE RETURNED BACK AS THEY WERE ISSUED AT THE BEGINNING OF THE SEMESTER.

Classroom Face Covering Guidelines

In classrooms/labs where social distancing is NOT possible, face covering/mask and PPE appropriate for class activities are required. At conclusion of activities, the student will remove PPE, except for face covering/mask, and follow faculty instructions for disposal.

Face coverings/masks must be worn when entering, exiting and moving about classrooms/labs. Additionally, as a supplement to social distancing within the classroom, individual faculty members may require students in their class to wear face coverings while in class.

Faculty members who observe students not adhering to NTCC's face covering policy should politely ask the student to wear their face covering and direct them to the Student Services Building to obtain one, should they not possess one. Students who refuse to comply should be asked to leave the classroom and, when alternative learning modes (i.e. live remote, online, etc.) for the course are available, they should be informed of the options. If a student refuses, Campus Security (903-563-1417) may be contacted to assist, and the student reported to the Vice-President for Student Services.

As per Gov. Abbott's recent executive order, all persons must wear face coverings in all public areas (which includes inside classrooms/labs) when social distancing cannot be observed. Faculty may remove face coverings while conducting class but must ensure they can maintain social distancing between them and the students at all times. If social distancing cannot be maintained, the faculty member must continue to wear a face covering. Additionally, the College will provide faculty members with a face shield that may be worn while conducting class in lieu of face coverings but shall not be substituted for a face covering or social distancing otherwise.

Faculty should direct students who wish to apply for an exemption to the face covering policy to the Special Populations Coordinator, Kat Belew (kbelew@ntcc.edu).

Additional Information

Students will be informed they should not congregate in the hallways and should wait outside academic buildings when possible prior to start of class.

Sanitation wipes and hand sanitizer will be provided in the classrooms/labs for students to use and to wipe down their desk/workspace area prior to class.

It will be the students' responsibility to provide their own face covering, and students will be advised of such. A limited number of face coverings for guests or students who forget theirs will be available in the Student Services Building.

Faculty should end class sessions on time to allow for an orderly exit of students who are taking face-to-face classes or are transitioning to another online classroom.

In order to facilitate social distancing in the classroom, class enrollments will be limited, and classroom furniture will be setup to allow for social distancing. Excess classroom furniture will be blocked off. Additionally, faculty who are teaching face-to-face are encouraged to assign seats.

Faculty will be required to monitor and track daily attendance throughout the semester in an effort to facilitate both contact tracing and student retention and success.

Faculty members will not be required to wear a face covering while in their private office but should don a face covering should a guest enter the office.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to: online through the BlackBoard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, BlackBoard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the BlackBoard course site.

I HAVE READ THE SYLLABUS FOR THIS COURSE AND UNDERSTAND WHAT IS REQUIRED TO PASS. I UNDERSTAND THE EVALUATION AND GRADING POLICIES IN THIS COURSE.
I WILL FOLLOW ALL SAFETY AND CLASSROOM POLICIES BOTH WRITTEN AND VERBAL.
ALL QUESTIONS I HAD WERE ANSWERED BY THE INSTRUCTOR TO MY SATISFACTION.
COURSE WLDG 1421.

Student Signature

Date