

COURSE SYLLABUS

COURSE TITLE: ELPT 1321 Introduction to Electrical Safety and Tools
INSTRUCTOR: Paul Harbin
OFFICE LOCATION LE104
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OFFICE HOURS: As Posted

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

Course Description: This course provides a comprehensive overview of safety rules and regulations and the selection, inspection, use and maintenance of common tools for electricians and linemen.

Course Learning Outcomes: The goals/objectives of this course are:
To be able to locate and explain electrical hazards.
Discuss safety issues concerning lock out/ tagout procedures.
Demonstrate safe work habits and maintain common work tools for electricians
Discuss various OSHA regulations for the electrical and other industries.

Course Competencies: Upon successful completion of this course, each student will have demonstrated through comprehensive examinations, with a score of 70% or better, a competent understanding of:
Safe work habits and responsibilities as required by OSHA.
Terminology, facts, and concepts pertaining to safe work habits.
Technical and academic information necessary for work to be conducted safely.
The duties and responsibilities of workers to themselves and their employer to work without injury.

Academic Integrity: The attempt of any student to present as his or her own work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension. If you have a question as to whether you may work with other students on any assignment, ASK YOUR INSTRUCTOR.

Assignment Policy: All required work must be turned in on time in order that the student may benefit from the corrections and study for future examinations. Assigned outside work is DUE ON THE CLASS PERIOD ASSIGNED. The instructor has sole discretion as to whether late work is acceptable.

Attendance Policy: The South Plains College attendance policy is stated in the General Catalog. Punctual and regular attendance in class is required of all electrical power transmission students. Each student is responsible for all class work covered while he or she was not in class. At the

discretion of the instructor, a student may complete make-up work assignments for unavoidable absences. **ANY STUDENT WITH FOUR CONSECUTIVE ABSENCES WILL BE DROPPED FROM CLASS. STUDENTS WITH MORE THAN FOUR ABSENCES WILL BE DROPPED AT THE INSTRUCTORS DISCRETION.**

SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:

Textbook and Other Materials: Instructor provided materials

Grading Policy/Procedure: Grades will be determined by averaging scores from three categories.

*Major Exams

**Daily Attendance

*Make-up tests may be administered at the discretion of the instructor; students are expected to be present and prepared for all announced examinations.

**Attendance is taken daily and accrues three points per class attendance. A total of 100 points is possible.

Special Requirements: Safety Policy. Students should adhere to safety standards established in the SPC Student Handbook. Further, chemical hazards and appropriate MSDS safety practices will be covered by the instructor during the first class session if potential for exposure exists.

ADA Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office through the Guidance and Counseling Centers at Reese Center (Building 8) 806-716-4606, or Levelland (Student Services Building) 806-716-2577.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.