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HEO 148.B01: Operational Skill Building

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**THE UNIVERSITY OF MONTANA
COLLEGE OF TECHNOLOGY
INDUSTRIAL TECHNOLOGY DEPARTMENT**

COURSE SYLLABUS

COURSE NUMBER AND TITLE: HEO148T Operational Skill Building

DATE REVISED: Fall 2020

SEMESTER CREDITS: 5

CONTACT HOURS PER SEMESTER: 150

PREREQUISITES: HEO 146T Safety and Basic Controls

Faculty: Larry Reinholz
E-mail address: larry.reinholz@mso.umt.edu
Phone number: 406-243-7643
Office location:
Office hours: By appointment OR as posted on Faculty Office Door

RELATIONSHIP TO PROGRAM:

Developing students understanding of basic operating techniques, material handling, safety requirements, application of each piece of equipment to the job, and learning teamwork to accomplish a given task. These skills will allow students to perform needed functions in HEO 150T Job Simulation and in job situations. Training will continue on virtual simulators to evaluate student comprehension and skills development in areas of machine control.

COURSE DESCRIPTION:

Advancement of basic skills. Proper understanding and operation of heavy equipment is pursued. Time is allowed for development of proper operational techniques.

STUDENT PERFORMANCE OUTCOMES:

Occupational Performance Objectives. Upon completion of this course, the student will be able to:

1. Demonstrate basic machine operation of all pieces of equipment.
2. Demonstrate basic earth moving functions specific to individual machines
3. Stress safety application in conjunction with all skills and operation activity.
4. Demonstrate safe and proper procedure for loading and unloading of equipment.
5. Demonstrate proper securing of equipment on trailer.
6. Continue to review operator' manuals and safety information and demonstrate knowledge of those subjects.
7. Complete all modules of operation on virtual simulators.

STUDENT PERFORMANCE ASSESSMENT METHODS AND GRADING PROCEDURES:

Grading Scale:

92 – 100	=	A
83 – 91	=	B
71 - 82	=	C
60 - 70	=	D
0 - 59	=	F

NOTE: Courses must be passed with a 'C minus (C-)' or greater to count toward degree/certificate requirements.

Grade Determination:

Lecture 50% of final letter grade (includes class participation, assignments, virtual simulator modules, notebook organization and attitude).

Lab 50% of final letter grade (includes SAFETY, participation and work ethic*, and operator proficiency). **Lab** work cannot raise the final grade more than one letter grade, although it can cause a greater than one letter grade drop. (Both lecture and lab must be passed.)

**Work Ethic:* This term refers to attendance, class participation and cooperation, organization, attitude and motivation as demonstrated on a daily basis. It is meant to include issues that an employer would be concerned with

ATTENDANCE POLICY:

1. ATTENDANCE IS NOT DISCRETIONARY. Students are expected to attend all scheduled classes and labs and complete assignments.
2. Unannounced quizzes will be given and will NOT be made up if missed.
3. Scheduled tests may be made up with prior arrangement. A 10% grade deduction is binding on make-up tests.
4. Equipment operation schedules will be followed, and missed field sessions will not be rescheduled.
5. Two unexcused absences will drop your final grade one letter grade. Each unexcused absence after that, continues to drop the final grade by one letter until the grade of 'F' is reached, at which time the student will be asked to withdraw from the class

REQUIRED TEXTBOOKS:

SUPPLIES:

ACADEMIC INTEGRITY: All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available for review online at <http://www.umt.edu/SA/VPSA/index.cfm/page/1321>.

DISABILITY ACCOMMODATION: Eligible students with disabilities will receive appropriate accommodations in this course when requested in a timely way. Please contact me after class or in my office. Please be prepared to provide a letter from your DSS Coordinator. For more

information, visit the Disability Services website at <http://www.umt.edu/dss/> or call 406.243.2243 (Voice/Text).

NOTE: Faculty reserves the right to modify syllabi and assignments as needed based on faculty, student, and/or environmental circumstances.