

Basic Course Information

Semester:	Fall 2015	Instructor Name:	Timothy E. Hutchinson
Course Title & #:	APLN 107	Email:	tehutchinson@iid.com
CRN #:	21019	Webpage (optional):	
Classroom:	Mechanical Room	Office #:	
Class Dates:	August 18, 2015 through December 8, 2015	Office Hours:	6:00 am until 3:30 pm
Class Days:	Tuesday	Office Phone #:	(760) 339-9376
Class Times:	3:30 pm until 7:30 pm	Emergency Contact:	(760) 427-1419
Units:	4.0		

Course Description

Theory and practicum in the procedures for completing commercial and residential connections as per utility industrial standards, extensive overview of electrical installations (Overhead/Underground), and the installation and maintenance of series and multiple circuit street lighting systems. (Non-transferrable, AA/AS degree only)

Student Learning Outcomes

Upon course completion, the successful student will have to acquire new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Understand the appropriate use of personal protective equipment (PPE) depending on job specifics and the job performed (ILO1)
2. Understand code of safe work practices, jobsite hazard analysis (JSHA) and appropriate steps to work/perform a safe and healthy work place (ILO1, ILO2)
3. Understand the purpose of clearance(s), Hot-line Orders, Lockout/Tag-out (LOTO) of equipment and apparatus with a utility. Comprehend the electrical industrial standards as per General Orders 95, 128 and other applicable standards and regulations (ILO1, ILO2, ILO5).]

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Practice standard safety procedures appropriate the power utility industry.
2. Recognize and deal appropriately with hazardous materials in the power utility industry.
3. Identify and resolve power outages and/or loss (troubleshoot).
4. Explain the installation/trouble-shoot a watt hour meter.
5. Identify and complete a commercial and residential connection.
6. Identify and connect series and multiple circuit connections (street lighting).
7. Analyze, troubleshoot, and repair lighting and power loss

Textbooks & Other Resources or Links

- Electrical Lineman Training Committee (2009). Imperial Irrigation District's Lineman Apprenticeship Training Handbook Imperial, CA Imperial Irrigation District. ISBN: -
- Shoemaker, Thomas M. and James E. Mack (2012). The Lineman's and Cableman's Hand-book (12th/e). New York McGraw-Hill. ISBN: 978007174580

Course Requirements and Instructional Methods

[Required Information:

The classroom setting is set for:

- *Audio/Visual*
- *Demonstration and hands on*
- *Discussion*
- *Group Activity*
- *Individual Assistance*
- *Lecture*
- *Simulation/Case Study/Workshop*

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

Course Grading Based on Course Objectives

Quiz' are set for every two week intervals. Mid-term set for Week 8 and Final Exam set for Week 17. The Quiz' and Exams are subject to change: dates to accommodate class schedules and allow for guest expert speakers.

Attendance

[Required Information: The below information is the IVC attendance policy. Use this information in addition to any specific attendance policies you have for your course.]

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See [General Catalog](#) for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For

online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.

- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

[Required Information: Describe your policies regarding classroom conduct. The below is suggested language and may be modified for your course.]

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

[Required Information for web-enhanced, hybrid and online courses: Describe your policies regarding netiquette. The below is suggested language and may be modified for your course.]

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!)].

Academic Honesty

[Required language.]

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- Plagiarism is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and

preparing written materials. If you do not understand how to “cite a source” correctly, you must ask for help.

- **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

Additional Student Services

[Suggested Language.]

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **Blackboard Support Site.** The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

[Required language.]

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

[Required language.]

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- **Student Health Center.** A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care

for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.

- **[Mental Health Counseling Services](#)**. Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

[Required language.]

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

[Required language.]

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

[Required Information – Discretionary Language and Formatting: The instructor will provide a tentative, provisional overview of the readings, assignments, tests, and/or other activities for the duration of the course. A table format may be useful for this purpose.]

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 August 18	Syllabus & Introduction	
Week 2 August 25	Service Installation: Chapters 1-3	
Week 3 September 1	Service Installation: Chapters 4-6	Quiz on Service Installation
Week 4 September 8	Cable Faults: Chapters 1-4	
Week 5 September 15	Compressors Pneumatic Tools: Chapters 1-3	Quiz for Cable Faults and Compressors
Week 6 September 22	Compressors Pneumatic Tools: Chapters 4-6	
Week 7 September 29	Safety in Transmission and Distribution Maintenance: Chapters 1-3	
Week 8 October 6	Safety in Transmission and Distribution Maintenance: Chapters 4-6	
Week 9 October 13	System Protection Monitoring: Chapters 1-3	Quiz on T&D Maint.

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 10 October 20	System Protection Monitoring: Chapters 4-6	
Week 11 October 27	Transmission Line Safety: Chapters 1-3	
Week 12 November 3	Transmission Line Safety: Chapters 4-5 Tree Trimming: Chapters 1-2	
Week 13 November 10	Tree Trimming: Chapters 3-5	Quiz on Tree Trimming and Transmission Line Safety
Week 14 November 17	URD Trouble-shooting: Chapters 1-3	
Week 15 November 24	Thanksgiving Break	
Week 16 December 1	Multiple and Series Street lighting:	Study for Final Exam
Week 17 December 8	Final Exam	

Grade(s): Grading System

Class participation is set at 25% total grade. Completion of assignments 100 total points

Home assignments are set for 25% total grade. Completion of assignments 100 total points.

Mid-Term is set at 25% total grade

Fifty questions gathered from assignments, valued at two points per question total of 100 points

Final exam set at 25% total grade

Fifty questions gathered from assignments, valued at two points per question total of 100 points

Adding all four portions of the grading system and dividing by four would equal average points (0-100)

Point score-Letter Grade:

90-100 **A**-Excellent

80-89 **B**-Better than average

70-79 **C**-Average

60-69 **D**-Below Average

Below 60 **F**-Failing