



Course Information

Course Title	Introduction to Electrical Safety and Tools
Course Prefix, Num. and Title	ELPT 1321 Introduction to Electrical Safety and Tools
Division	Vocational Science
Department	Air Conditioning, Heating, Refrigeration and Electrical Technology
Course Type	WECM Course
Course Catalog Description	Safety rules and regulations. Includes the selection, inspection, use, and maintenance of common tools for electricians.
Pre-Requisites	None
Co-Requisites	Enter Co-Requisites Here.

Semester Credit Hours

Total Semester Credit Hours (SCH): Lecture Hours:	3:2:2
Lab/Other Hours	
Equated Pay Hours	3
Lab/Other Hours Breakdown: Lab Hours	2
Lab/Other Hours Breakdown: Clinical Hours	Enter Clinical Hours Here.
Lab/Other Hours Breakdown: Practicum Hours	Enter Practicum Hours Here.
Other Hours Breakdown	List Total Lab/Other Hours Here.

Approval Signatures

Title	Signature	Date
Prepared by:		
Department Head:		
Division Chair:		
Dean/VPI:		
Approved by CIR:		

Additional Course Information

Topical Outline: Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, and clinical or other non-lecture instruction).

- Electrical hazards
- Safety issues
- Lockout/tag out procedures
- Safe work habits
- Hand and power tools

Course Learning Outcomes:

Learning Outcomes – Upon successful completion of this course, students will:

1. Explain electrical Hazards and how to avoid them
2. Discuss safety issues concerning lockout/tagout procedures
3. Demonstrate safe work habits using common hand tools and power tools for electricians

Methods of Assessment:

- (1) Quiz and examination questions and lab exercises
- (2) Quiz and examination questions and lab exercises
- (3) Quiz and examination questions and lab exercises

Required text(s), optional text(s) and/or materials to be supplied by the student:

Electricity for Refrigeration, Heating and Air Conditioning
Delmar Centage Learning ISBN 13:978-1-111-03874-8

Suggested Course Maximum:

30

List any specific or physical requirements beyond a typical classroom required to teach the course.

Air Conditioning, Heating, Refrigeration, and Electrical – Lab

Course Requirements/Grading System: Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course.

90% to 100%	= A
80% to 89%	= B
70% to 79%	= C
60% to 69%	= D
Below 60%	= F

The semester final grade is based on the percentage basis between daily lab work, daily classroom assignments, and semester final.

Daily lab work counts for 50% of final: Daily Classroom work is 20% of final: End of semester written final and lab final is 30% of final average.

Curriculum Checklist:

- Administrative General Education Course** (from ACGM, but not in WCJC Core) – No additional documents needed.
- Administrative WCJC Core Course.** Attach the Core Curriculum Review Forms
 - Critical Thinking
 - Communication
 - Empirical & Quantitative Skills
 - Teamwork
 - Social Responsibility
 - Personal Responsibility
- WECM Course** -If needed, revise the Program SCANS Matrix and Competencies Checklist