



**DEPARTMENT OF CONSTRUCTION AND HEALTH STUDIES**

**COURSE OUTLINE – COOPERATIVE TRADES ORIENTATION**

**“TO 110”**

**TRADES ORIENTATION**

**INSTRUCTOR:** Glyn Moffatt                      **PHONE:** 780-835-6719  
**OFFICE:** TIB 238                                      **E-MAIL:** gmoffatt@gprc.ab.ca

**OFFICE HOURS:** 8 am. – 4 pm.

**PREREQUISITE(S)/COREQUISITE:** N/A

**REQUIRED TEXT/RESOURCE MATERIALS:**

Binder, loose leaf paper, pen, pencils and calculator

**CALENDAR DESCRIPTION:**

This course is designed to help students develop attitudes, skills and knowledge consistent with employers' expectations for entry level employees within their trade, the development of appropriate communications and interpersonal skills and basic trade practices.

**CREDIT/CONTACT HOURS:** 7 credits / 120 contact hours

**DELIVERY MODE(S):** Classroom Lecture and lab

**OBJECTIVES (OPTIONAL):**

To provide an awareness of the various career possibilities in the trades and to assist the students in selecting a trade in which to apprentice. This course examines the required skills, interests, educational requirements, opportunities, incomes and anticipated growth potential of the various trades

**TRANSFERABILITY:** N/A

\*\* Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability

**GRADING CRITERIA:**

<b>GRANDE PRAIRIE REGIONAL COLLEGE</b>			
<b>GRADING CONVERSION CHART</b>			
<b>Alpha Grade</b>	<b>4-point Equivalent</b>	<b>Percentage Guidelines</b>	<b>Designation</b>
<b>A<sup>+</sup></b>	<b>4.0</b>	<b>90 – 100</b>	<b>EXCELLENT</b>
<b>A</b>	<b>4.0</b>	<b>85 – 89</b>	
<b>A<sup>-</sup></b>	<b>3.7</b>	<b>80 – 84</b>	<b>FIRST CLASS STANDING</b>
<b>B<sup>+</sup></b>	<b>3.3</b>	<b>77 – 79</b>	
<b>B</b>	<b>3.0</b>	<b>73 – 76</b>	<b>GOOD</b>
<b>B<sup>-</sup></b>	<b>2.7</b>	<b>70 – 72</b>	
<b>C<sup>+</sup></b>	<b>2.3</b>	<b>67 – 69</b>	<b>SATISFACTORY</b>
<b>C</b>	<b>2.0</b>	<b>63 – 66</b>	
<b>C<sup>-</sup></b>	<b>1.7</b>	<b>60 – 62</b>	
<b>D<sup>+</sup></b>	<b>1.3</b>	<b>55 – 59</b>	<b>MINIMAL PASS</b>
<b>D</b>	<b>1.0</b>	<b>50 – 54</b>	
<b>F</b>	<b>0.0</b>	<b>0 – 49</b>	<b>FAIL</b>
<b>WF</b>	<b>0.0</b>	<b>0</b>	<b>FAIL, withdrawal after the deadline</b>

**EVALUATIONS:**

<b>Areas of Evaluation</b>	<b>Percentage of Total Course Mark</b>	<b>Timelines, Quality Standards</b>
Attendance	30%	
Tests & Quizzes	40%	
Class Participation and Assignments	30%	
<b>Comments:</b> Percentage to Letter Grade Not Applicable – PASS/FAIL		

**STUDENT RESPONSIBILITIES:****Attendance Requirements:**

Students will be docked 1% for every inexcusable hour missed. 5% will be docked for each inexcusable day missed. A 60% or higher mark must be maintained for a pass grade.

**STATEMENT ON PLAGIARISM AND CHEATING:**

Please refer to pages 49-50 of the College calendar regarding plagiarism, cheating and the resultant penalties. These are serious issues and will be dealt with severely.

**COURSE SCHEDULE/TENTATIVE TIMELINE:****Content Outline:**

- Overview of Mechanics and Construction Trades
- Overview of Metal Trades
- Overview of Electrical Trades
- Shop Tours and Labs
- Shop Tours, Labs and Review