



DEPARTMENT OF CONSTRUCTION AND HEALTH STUDIES

COURSE OUTLINE – COOPERATIVE TRADES ORIENTATION

“TO 110”

TRADES ORIENTATION

INSTRUCTOR: Glyn Moffatt

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OFFICE: TIB 238

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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:

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

EVALUATIONS:

Areas of Evaluation	Percentage of Total Course Mark	Timelines, Quality Standards
Attendance	30%	
Tests & Quizzes	40%	
Class Participation and Assignments	30%	
Comments: 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:

Refer to the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at www.gprc.ab.ca/about/administration/policies/**

**Note: all Academic and Administrative policies are available on the same page.

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