DATE OF LAST REVIEW: 02/2013
CIP CODE: 47.0106
SEMESTER: Departmental Syllabus
COURSE TITLE: Tools of the Trade
COURSE NUMBER: MAPR0103
CREDIT HOURS: 1
INSTRUCTOR: Departmental Syllabus
OFFICE LOCATION: Departmental Syllabus
OFFICE HOURS: Departmental Syllabus
TELEPHONE: Departmental Syllabus
EMAIL: KCKCC issued email accounts are the official means for electronically communicating with our students.

PREREQUISITES: None

REQUIRED TEXT AND MATERIALS:
Please see bookstore for current textbook(s) and other required material.

COURSE DESCRIPTION:
This class will teach the proper safe use of hand tools, refrigeration tools, ladders, appliance trucks, and electrical test instruments. This course will utilize hands-on instruction that will reinforce subjects lecture.

METHOD OF INSTRUCTION:
A variety of instructional methods may be used depending on content area. These include but are not limited to: lecture, multimedia, cooperative/collaborative learning, labs and demonstrations, projects and presentations, speeches, debates, and panels, conferencing, performances, and learning experiences outside the classroom. Methodology will be selected to best meet student needs.

COURSE OUTLINE:
I. Copper tubing tools
   A. Flaring block
   B. Swaging tool
   C. Tube cutter
   D. Tube bender
   E. MC torch kit
II. Refrigeration Tools
   A. Manifold Gauges
   B. Recovery unit
   C. Recovery bag
   D. Recovery tank
   E. Charging Cylinder

III. Measuring Instruments
   A. Weight Scales
   B. Multi-meter
   C. Amp Probe
   D. Thermometers

IV. Leak Detectors
   A. Refrigeration
   B. Combustible Gases
   C. Carbon Monoxide
   D. Basic Hand Tools

EXPECTED LEARNER OUTCOMES:
A. The student should be able to identify and name tools used in the major appliance trade.
B. The student should be able to inspect and maintain tools.
C. The student should be able to safely use and store tools.
D. The student should be able to select the proper tool that the task requires.
E. The student should be able to understand the monetary values of tools and which tools they will be responsible for the purchase of.

COURSE COMPETENCIES:

*The student should be able to identify and name tools used in the major appliance trade.*
1. The student should be able to name hand tools by sight.

*The student should be able to inspect and maintain tools.*
2. The student should be able to lubricate, clean and inspect tool serviceability.

*The student should be able to safely use and store tools.*
3. The student should be able to demonstrate safely tool use practices.
4. The student should be able to demonstrate tool tie-down practices in a service vehicle.

*The student should be able to select the proper tool that the task requires.*
5. The student should be able to identify which tool is needed for task related activities.

*The student should be able to understand the monetary values of tools and which tools they will be responsible for the purchase of.*
6. The student should be able to estimate the monetary value of tools required.
7. The student should be able to list tools to be purchased.
ASSESSMENT OF LEARNER OUTCOMES:
Assessment methods may include, but are not limited to, the following: Homework, Assignments, Quizzes, Class Participation, Chapter Tests, and Final Exam. The grading scale and the process for calculating the course grades are to be determined by the individual instructors. This information will be included in each instructor’s syllabus.

SPECIAL NOTES:

This syllabus is subject to change at the discretion of the instructor. Material included is intended to provide an outline of the course and rules that the instructor will adhere to in evaluating the student’s progress. However, this syllabus is not intended to be a legal contract. Questions regarding the syllabus are welcome any time.

Kansas City Kansas Community College is committed to an appreciation of diversity with respect for the differences among the diverse groups comprising our students, faculty, and staff that is free of bigotry and discrimination. Kansas City Kansas Community College is committed to providing a multicultural education and environment that reflects and respects diversity and that seeks to increase understanding.

Kansas City Kansas Community College offers equal educational opportunity to all students as well as serving as an equal opportunity employer for all personnel. Various laws, including Title IX of the Educational Amendments of 1972, require the college’s policy on non-discrimination be administered without regard to race, color, age, sex, religion, national origin, physical handicap, or veteran status and that such policy be made known.

Kansas City Kansas Community College complies with the Americans with Disabilities Act. If you need accommodations due to a documented disability, please contact the Director of the Academic Resource Center in Rm. 3354 or call (913) 288-7670.