

Fall 2010 Workforce Development Professional Skills Courses

Electric Power Technology Certificate



Spring 2011 courses begin Feb. 28, 2011

INFORMATION SESSIONS FOR SPRING 2011

You are invited to a free information session to learn more about the Electric Power Technology Certificate offered by Kilgore College. You'll meet the instructors, review the course materials, and get your questions answered. More importantly, you'll find out how this training certificate can assist you with your career objectives, all without cost or obligation.

For reservations or for more information, please call 903-983-8288.

Dates: Dec. 9, 2010 and Jan. 13, 2011

Time: 6:30 p.m.

Place: AC Room 220

Fall 2010 SCHEDULE

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| Aug. 16 | Registration Deadline (application, DOT physical and drug screen) |
| Aug. 20 | Mandatory Orientation for registered students of Fall 2010 |
| 8-11 a.m. | Climbing Assessment: Rusk County Electric Cooperative, Henderson |
| 1-2 p.m. | Orientation: KC Campus, Henderson |

On Aug. 20 at 8 a.m., a pre-qualifying, physical assessment of climbing skills (with restraint) will be conducted to test students' strength, agility and tolerance of heights. Appropriate clothing is required: jeans or slacks with no tears or frays, long-sleeved, collared shirt, closed-toe shoes (preferably boots), no jewelry or piercings.

Three of the classes listed below, Computer Applications for Line Workers, Climbing Skills II and Effective Communication Skills are scheduled so that the students will have the afternoons to prepare for the CDL licensing process. Students will have homework assignments related to the CDL permit and endorsements which students MUST have by week seven, Utility Vehicle Operations. Testing and passing the written permit is required during the week of the Effective Communications Skills. The afternoons of these three classes are purposely left free so that students can go to the Henderson DPS office and test for their CDL permits.

Fundamentals of Electricity

1 week, 48 hours, \$350

(ELPT 1019 – Fundamentals of Electricity I)

This course is an introduction to the electrical theory and concepts found in basic electrical systems encountered by lineworkers. Topics include transmission fundamentals, distribution characteristics and nomenclature, and applied electrical mathematical calculations.

Henderson Campus:

KC477055.303 094Q Mon.-Fri., Aug. 23
8:00 a.m. – 6:00 p.m., Henderson

Climbing Skills I

1 week, 48 hours, \$350

(LNWK 1011 – Climbing Skills)

This course is an introduction to the theory and applications of pole climbing. Topics include safety, climbing techniques, tool and pole inspection, pole top rescue, rigging, and fall protection devices.

Henderson - RCEC:

KC477045.300 101Q Mon.-Fri., Aug. 30
8:00 a.m. – 6:00 p.m., RCEC

Computer Applications for Lineworkers

1 week, 16 hours, \$175

(ITSW 1058 – Specialized Computer Applications)

This course is an overview of the basic computer operations used by lineworkers in the electrical industry. Topics include application software, functions, document formatting, directories, disk drives, and folder icons.

Kilgore Campus:

KC077078.300 101Q Tues.-Fri., Sept. 7
8:00 a.m. – 11:00 a.m., AC218

Climbing Skills II

1 week, 15 hours, \$225

(LNWK 2000 – Professional Development: Lineworker)

This course is a continuation of the theory and applications of pole climbing. Topics include safety, climbing techniques, tool and pole inspection, pole top rescue, rigging, and fall protection devices.

Henderson RCEC:

KC477059.300 101Q Mon.-Fri., Sept. 13
8:00 a.m. – 11:00 a.m., RCEC

Effective Communications Skills

1 week, 24 hours, \$200

(POFT 1020 – Communications Skills for Business and Industry)

This course is a study of the written, listening and speaking skills applicable to the duties and responsibilities of a lineworker. Topics include communication skills involved for interaction with customers, proper written communication skills, grammar, sentence structure, spelling, correct content and tone for e-mail communication, and rules for clear and concise telephone and face-to-face conversations. Emphasis is also placed on resume writing and job interviewing.

Henderson Campus:

KC097401.300 101Q Mon.-Fri., Sept. 20
8:00 a.m. – 2:00 p.m.

Electrical Safety and Tools

1 week, 48 hours, \$350

(ELPT 1021 – Introduction to Electrical Safety and Tools)

This course covers lineworker safety rules and regulations. Topics include the selection, inspection, use, and maintenance of common tools used by lineworkers.

Henderson Campus:

KC477052.300 101Q Mon.-Fri., Sept. 27
8:00 a.m. – 6:00 p.m.

Utility Vehicle Operations

1 week, 16 hours, \$175

(CVOP 2001 – Federal Motor Carrier Safety Regulations)

This course is an overview of Federal Motor Carrier Safety Regulations and their application to the commercial vehicle operator. Must have learner's permits prior to taking this class. Topics include driver's record of status, physical requirements, drug and/or alcohol testing, safety requirements of equipment, and defensive driving. Students will practice driving a utility truck and driving tests will be scheduled at Henderson DPS during this week. Students must have their CDL Class A license by week nine, Live line Safety.

Henderson Campus:

KC557140.300 101Q Mon.-Fri., Oct. 4
8:00 a.m. – 12:00 p.m.

Safety Regulations

1 week, 48 hours, \$350

(OSHT 1001 – Introduction to Safety and Health)

This course introduces basic concepts of safety and health. Topics include general OSHA compliance, safety training certification and 1910.269.

Henderson Campus:

KC499627.300 101Q Mon.-Fri., Oct. 11
8:00 a.m. – 6:00 p.m.

Live Line Safety

1 week, 48 hours, \$350

(LNWK 1091 – Special Topics in Line Worker)

This is a study of cover-up procedures and safety requirements for work on energized electrical circuits. Topics include use and care of insulating equipment and tools, minimum approach distances, nominal voltage recognition, system protection and operation basics, and equipment operation.

Henderson RCEC:

KC477044.300 101Q Mon.-Fri., Oct. 18
8:00 a.m. – 6:00 p.m., RCEC

Distribution Operations

1 week, 48 hours, \$350

(LNWK 1041 – Distribution Operations)

This course is a study of the theoretical and practical operation of electric utility distribution systems. Topics include the basics of single phase transformers, regulators, reclosers, capacitors, fusing, and overhead and underground distribution systems.

Henderson RCEC:

KC477043.300 101Q Mon.-Fri., Oct. 25
8:00 a.m. – 6:00 p.m., RCEC

Lineman Rodeo & Graduation, Oct. 29