

**METRO MANUFACTURING PLANT ELECTRICAL STUDENTS  
THINGS YOU SHOULD KNOW  
“COMPLETE YOUR MONTHLY WORK PROGRESS REPORT”**

Your JATC committee uses your MWPR's to see if you qualify for re-rate to each progressive level. If you omit information, the committee cannot readily decide if you qualify and must “HOLD” you in period. This may cost you money and also extend the length of your apprenticeship.

**On each and every report you must include:**

- ★ The Month and Year
- ★ Employer (supervisor) signature; related training class title and instructor signature
- ★ A ‘running’ or ‘cumulative’ total of all OJT hours in the lower right block of the grid.
- ★ If you have taken an **approved** elective, indicate the course and hours in the lower right-hand block on your MPR. Get elective instructors signature.
- ★ You are to complete MWPR's once each month whether you are working or not.
- ★ **Keep a copy of each month's MPR for your records and next month's reference.**
- ★ If you have been given ‘credit’ by the committee, add the hours on you next MWPR.

Properly completed MWPR's are **due by the 10<sup>th</sup>** of each month!!! **FAX: 503-978-5656** Questions?? Call Katrina Cloud @ 503-978-5651. **Come prepared with copies already made.** **USE BLACK INK!** ~ **PRINT LEGIBLY!**

**WELCOME TO THE PROGRAM!!!!**

Class schedule may need adjusting depending on entrance date. You must take placement exam **PRIOR** to indenture.

<b>TERM I (Fall)</b> APR 121 Intro to Electricity and Circuits	<b>TERM II (Winter)</b> APR 122 AC/DC Motor Principles	<b>TERM III (Spring)</b> APR 123 AC Theory for Motors and Transformers	<b>TERM IV (Summer)</b> APR 201 Electrical Motor Controls
<b>TERM V (Fall)</b> APR 124 Electrical Systems Operations	<b>TERM VI (Winter)</b> APR 125 Electrical Circuits and Wiring Methods	<b>TERM VII (Spring)</b> APR 126 Electrical Systems Installation per NEC	<b>TERM VIII (Summer)</b> Elective See Approved List
<b>TERM IX (Fall)</b> APR 221 Advanced AC Circuitry	<b>TERM X (Winter)</b> APR 222 Hazardous Locations	<b>TERM XI (Spring)</b> APR 223 Motor Control Operations Including PLC's	<b>TERM XII (Summer)</b> Elective See Approved List
<b>TERM XIII (Fall)</b> APR 224 Electrical Code – Level I	<b>TERM XIV (Winter)</b> APR 225 Electrical Code – Level II	<b>TERM XV (Spring)</b> APR 226 Electrical Code – Level III	<b>TERM XVI (Summer)</b> Elective See Approved List

Class schedules are available on the PCC website at <http://www.pcc.edu/schedule/> select a term, then Apprenticeship.

Course descriptions are available at <http://www.pcc.edu/pcc/pro/catalog.htm>.

**First Year Textbooks:**

Delmar's Standard Textbook of Electricity (approx \$150)  
American Electricians Handbook (optional) (approx \$73)  
Electric Motor Control (approx \$111)

**Second Year Textbooks:**

Electrical Trainee Guide, Level II (Fall) Level III (Winter) & Level IV (Spring) (approx \$115 each)

**Third Year Textbooks:**

First Year Texts plus:  
2008 National Electric Code (approx \$83)

**Fourth Year Textbooks:**

Electrical Exam Prep (approx \$62)  
Interpreting the National Electric Code (approx \$59)  
Oregon Specialty Code Amendments (printed from internet for free or approx \$21)  
\*\* Prices are approximate and texts could be subject to change (prices updated 10/10/09)

**Please note: To qualify for “re-rate”, each apprentice MUST complete one (1) elective in each calendar year in addition to the core courses for that year. Report same on MPR's and submit transcript of grade upon completion. This is necessary to satisfy the requirement of Art.6 – Related Training Program Standards. WE STRONGLY RECOMMEND CONSULTING YOUR JOURNEYMAN IN CHOOSING ELECTIVE COURSES.**

# Manufacturing Plant Electrician

## Committee Approved Electives

**On-line classes are not approved.**

**The classes listed below can only be taken on campus.**

**Updated Approved Elective List effective 9/15/09. Some classes have been removed and will no longer be allowed to count as seat hours. In addition, Web classes and Web/Campus blended classes are not allowed. All classes must be taken on campus.**

<u>Course #</u>	<u>Title</u>	<u>Approximate Hours</u>	<u>Credits</u>
BCT 106	Hand/Power Tool Use and Safety	33 hours	3
CAS 121A	Beginning Keyboarding	10-12 hours	1
CAS 121	Beginning Keyboarding	33 hours	3
CEU 925P	COYNE 1st Aid/CPR	8 hours	0.8 CEU's
CEU 926T	NEC Review and Exam Preparation	36 hours	3.6 CEU's
CIS 120	Computer Concepts I	44 hours	4
EET 121	Digital Systems I (24hrs lecture+33hrs lab max)	55 hours	3
ELT 110	Electricity for the Non-Electricians I	33 hours	2
ELT 120	OSHA 10 Hour Safety Training	10 hours	1
ELT 125	Basic Programmable Controllers (PLC's)	33 hours	2
ELT 126	Intermediate Programmable Controllers (PLC's)	33 hours	2
ELT 150	Fiber Optics I	44 hours	4
ELT 151	Fiber Optics II	44 hours	4
ELT 152	Fiber Optics: Inside/Outside Plant	44 hours	4
ELT 204	Adjustable Speed Drives	33 hours	2
ELT 210	Electricity for the Non-Electricians II	33 hours	2
ELT 220	OSHA 30 Hour Safety Training	33 hours	3
ELT 225	Advanced Programmable Controllers	33 hours	2
ELT 226	Basic Human Machine Interface (HMI)	33 hours	2
ELT 230	National Electrical Code	33 hours	3
ELT 231	National Electrical Code II	33 hours	3
FMT 111	Refrigeration Electrical I	33 hours	2
FMT 112	Refrigeration Electrical II	33 hours	2
FMT 113	Refrigeration Electrical III	33 hours	2
FMT 202	Direct Digital Controls	33 hours	3
FMT 207	Pneumatic Controls	33 hours	2
MSD 105	Interpersonal Communications	33 hours	3
MTH 20	Basic Math	44 hours	4
MTH 60	Introductory Algebra – 1st Term	44 hours	4
MTH 65	Introductory Algebra – 2nd Term	44 hours	4
MTH 95	Intermediate Algebra	44 hours	4
MTH 111C	College Algebra for Math, Science, Engineering	55 hours	5
PHY 101	Fundamentals of Physics I	44 hours	4
SC 11A	Applied Math – Day	hours vary	4
SC 11B	Applied Math – Evening Trade Math	hours vary	2
WLD	Basic Stick Welding (Consult Administrator)	hours vary	3/4
WLD 102	Blueprint Reading	44 hours	4
<b>7th and 8th Period Apprentices Only</b>			
CEU 906C	Special Occupancies & Data Signal Circuiting	8 hours	0.8 CEU's
CEU 921Z	National Electrical Code Changes	8 hours	0.8 CEU's
CEU 922A	NEC Code Calc. for Motors and Transformers	8 hours	0.8 CEU's
CEU 922C	Grounding and Bonding	8 hours	0.8 CEU's
CEU 9217	Standards That Impact the NEC	8 hours	0.8 CEU's