

## Technology Education Department Manufacturing and Construction Syllabus

### General Statement:

This course will run for one period a day for one semester and cover two areas of study – Manufacturing and Construction. You will spend nine weeks in each area and there will be classroom as well as lab activities. Almost all work will be done in class, but this doesn't mean that there won't be any homework assigned. This course is set up for both group and individual work. As such, you will be graded on the ability to work in both settings.

### Text:

Technology – Today and Tomorrow

### Grading:

Your grade will be based on a percentage value of work completed in the classroom and/or shop. Example- a test worth 100 pts. is given here is the break down of that grade:

A's 90 to 100%, B's 89 to 80 C's 79 to 70 D's 69 to 60%, F below 60%

The final exam will count as part of your quarter grade only.

If a student fails to hand in an assignment on the due date – he/she will lose 20% for every day it is late. There for, if it is more than a week late – no credit will be given.

### Make Up Work:

If a student has an excused absence from school he/she will be allowed to make up all work within a period of **FIVE** school days of his/her return to class. After the five days, all work NOT made up will count as a zero and given a grade of "F". It is the responsibility of the student to check with the instructor for all assignments or information that was given during the student's absent. If the excused period is a long leave, then by instructor's consent, the student will be granted extra time to complete all work within a given time period- determine by both the student and instructor. If the student is **NOT** excused from the school- the student will not be allowed to make up any of the work and will be given a grade of zero on all assignments. A student may raise his/her grade by doing extra credit in the area of study. If interested see instructor for more details.

### Class Procedures:

1. All attendance/class participation guidelines, which are stated in the student handbook & daily planner, will be followed in this course.
2. **The student must be seated with all materials needed for class before the bell rings. If the student is not seated before the bell rings the instructor will consider the student tardy. If the student is held up by another instructor or administrator please get a pass from that person, right away, and the tardy will be taken off. If you are tardy, you will be asked to go to Student Services right then to get a pass before you are allowed back into class.**
3. If the student fails to bring necessary materials to class. The instructor will **NOT** give permission for the student to go back to his/her locker, or any place else, to retrieve the materials for any reason at all!
4. If for any reason the student receives a detention in the class. It will be served the following day either before school or after school. If a student can make it that day, it is the student's responsibility to make arrangements with the teacher. If the student fails to show up for the first one, the time is then doubled for the following day. If

the student still fails to show for detention, a referral will be written and turned over to student services.

5. The student is required to follow all safety rules and procedures that have been given by the instructor. If for any reason the student disregards these instructions and/or procedures and puts himself/herself or fellow classmates into **Danger** the instructor will remove the student immediately from the class/shop for that period. At a later date the instructor and the school's administrator will determine if the student can return to class or will be removed from the class. If the student is removed from the class he/she will be given a grade of "**F**" for the entire semester.
6. All projects are to be made in class. Projects made outside the class will **NOT** be graded. The student can take various parts home for sanding or special work with instructor consent.
7. Rules of "Common Courtesy" will be enforced. They include paying attention, not talking while others are, raising your hand to be recognized to ask or give answers.
8. No possession or use of electronic devices in the classroom or shop without the permission of the instructor.
9. The dress code will be enforced that is stated in the student handbook. This means **NO** coat will be worn in the classroom and/or shop. Unless the coat is required for class assignments.
10. There will be **NO** food or drink allowed in the classroom or shop.

**Materials:**

1. By "law" every student is required to wear "SAFETY GLASSES" in the shop when power equipment is in use. A pair of safety glasses is a must. The school will provide you with a pair of safety glasses. Please don't abuse them, or you will have to buy your own.
2. An 8 ½" x 11" notebook for notes or written assignments is advisable.
3. Pencils & pens to write with is a must- the instructor will **NOT** provide them.
4. A combination lock for the shop is advisable to keep the student's personal belongings safe and for the storage of projects and/or materials.

**Fees:**

The fee for this class is \$10.00 for the entire semester. However, there might be some added expenses depending on what projects we decide to do and how well you perform on those projects.