

Industrial Technology Department

Machine Shop Classes

MATERIALS:

Texts: **IT 130 Technology of Machine Tools, Krar, 6th Edition**
 IT 230 Technology of Machine Tools, Krar, 6th Edition
 Machinist's Handbook, 27th. Edition or higher

IT 330 Technology of Machine Tools, Krar, 6th Edition
 Machinist's Handbook, 27th. Edition or higher

Each student is expected to have a copy of the **College Catalog** and current **Schedule of Classes** and be aware of the following:

- 1) Standards of student conduct, discipline, and grievance procedures;
- 2) Grading, academic and probation standards;
- 3) Prerequisite requirements for EACH and EVERY CLASS TAKEN;
- 4) Procedure for DROPPING;
- 5) NO SMOKING OR EATING IN CLASS ROOMS;
- 6) NO DRINKS ON or NEAR MACHINE TOOLS and COMPUTERS;
- 7) Requirements for MAJOR;
- 8) Services for FREE TUTORING and JOB PLACEMENT

Personal Items:

Safety Glasses, Notebook with paper for taking notes, pencils, 6" ruler, safety glasses, and an inexpensive scientific calculator (must have trig functions)

ASSIGNMENTS:

It is the student's responsibility to be aware of required due dates and the criteria of written &/or lab projects.

REFER TO THE COURSE SCHEDULE & CLASS ANNOUNCEMENTS

SAFETY:

Industrial Safety is a required module of all Industrial Tech. classes. Safety issues will be presented through video presentations, safety training books, and class discussion. Safety is considered a topic of every lecture & demonstration.

EACH STUDENT MUST TAKE A SAFETY TEST, AND PASS WITH A SCORE OF 100%, PRIOR TO USING EQUIPMENT IN THE LAB.
SAFETY GLASSES ARE REQUIRED IN THE LAB

ATTENDANCE:

Regular attendance is expected. Demonstrations and lectures may not be repeated, and access to the lab equipment is limited to scheduled class hours. Students should read the assigned text and manuals, and complete as much work as possible for assignments 'OUTSIDE OF CLASS', in order to take full advantage of the limited lab hours.

MACHINE TOOL LAB:

Each student is required to clean-up any lab equipment used to complete projects. Do not be greedy in your use of lab equipment. When other students are waiting to use equipment, please do not take extended periods of time trying to plan your next operation.