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Northeast Wisconsin Technical College

Land Acknowledgement Statement

The region served by NWTC **occupies the ancestral home** of the Menominee Nation, who have **persisted here** in Northeast Wisconsin from **before recorded history** to the present day. The College's Green Bay campus exists **upon lands ceded from the Menominee Tribe to the Oneida Nation**. We acknowledge this land we stand upon today as sacred, historical, and significant to the Menominee and Oneida Nations as are the **lands of all First Nations People**.

See more detail at <https://tinyurl.com/244wh3xf>

Line Electrician Field Training 1

Catalog #31-413-330 & Class #51397

Starts: June 5th, 2023 Ends: July 31st, 2023



INSTRUCTOR INFORMATION & RESPONSIBILITIES

Instructor Peter Mleziva
Office EE101E
Telephone Office - (920)498-5621 Cell – (920)422-2056
Email peter.mleziva@nwtc.edu
Availability By appointment

As a NWTC instructor, I am expected to:

- Maintain a professional, safe learning environment while adhering to the policies of the college.
- Provide open and frequent communication with learners regarding their progress in this class.
- Reply to communications within 48 business hours.
- Grade assignments and post scores in Blackboard regularly.
- Provide feedback to guide learners toward improvement of their coursework.
- Post information about assignments in Blackboard Learning Plans and Grade Center.
- (In the event of a college level cancellation) Communicate with learners a detailed plan regarding expectations for responding to the cancellation within 24-hours.

CLASS INFORMATION

Class Schedule:

This class meets on the following days/times:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
7:00 – 11:30	7:00 – 11:30	7:00 – 11:30	7:00 – 11:30			

Class Delivery Mode & How to Participate: This class will be taught in a classroom.

Class Meeting Location: Green Bay Campus EE204/EE107

Course Description: This course provides field lab opportunities for the learner to develop the knowledge, understanding, and skills of pole climbing, care of equipment, vehicle operation, setting and removing poles, line layout, pole framing, guys and anchors, conductor stringing, sagging, tying-in, transformers, knot tying, construction of overhead distribution and safe work practices required for employment in this field.

Credits: 5

Pre-requisites/Corequisites: Acceptance into the Electrical Power Distribution Program

Textbooks: The Guidebook for Linemen and Cablemen, Electrical Power Distribution - Construction Standards, EnergyU Online Course and (ISPC) T&D PowerSkills Workbooks and Videos on Blackboard.



Lineman Training material furnished through a grant from the Institute for Safety in Powerline Construction.

Supplies/Technology: Required program tools and textbooks.

Course Competencies: Upon successful completion of this course, you will be able to:

1. Layout single-phase line
2. Install poles in single-phase system
3. String single-phase overhead line
4. Sag single-phase overhead line
5. Tie-in single-phase overhead line
6. Install a single-phase transformer
7. Frame poles for single-phase
8. Perform proper pole climbing
9. Perform proper truck operation
10. Demonstrate vehicle maneuvering
11. Use hand and power tools
12. Tie knots and splice ropes
13. Demonstrate rigging techniques
14. Set anchors
15. Make up down guys
16. Participate in Heartsaver CPR

Employability Skills: In addition to specific job-related training, NWTC has identified the following transferrable employability skills reaching beyond the context of a specific course:

1. Communicate Effectively
2. Work Cooperatively and Professionally
3. Think Critically and Creatively
4. Solve Problems Effectively
5. Value Individual Differences and Abilities
6. Demonstrate Personal Accountability
7. Demonstrate Community and Global Accountability

Student Services to Support You:

Being in college is an exciting time to develop skills, further your career path, and build community. We don't want financial challenges to get in your way! Our team is ready to support basic needs such as groceries, housing assistance, transportation assistance, and more. Our goal is to keep you on track with your studies and educational goals. If you are experiencing a financial emergency or an unexpected event in your life, let us help. Support services are available at all NWTC locations. Our main office is located on the Green Bay campus in SC133. We can be reached by phone (920) 498-6258, email supportservices@nwtc.edu or in-person. For more information, please visit us at www.nwtc.edu/student-experience/student-support-services.

Additionally, NWTC provides many services and support networks to assist our students. Descriptions of these services can be found in the NWTC Student Handbook or at www.nwtc.edu/students. We encourage you to learn about the resources available to you, ranging from student involvement and personal counseling to academic, financial aid, or career advising. When you are looking for services, please contact your instructor or academic advisor via Starfish, or by calling (920) 498-5444.

Academic Coaching (Tutoring) at NWTC: Academic Coaching provides an additional layer of support to ensure students achieve their academic goals. Academic Coaching is committed to serving all students as an academic resource to promote student growth and success. Students who use Academic Coaching receive content help,

but also gain study skills, organization skills, time management, and confidence. We understand that school can be challenging; let us help you reach your academic goals at www.nwtc.edu/academiccoaching

NWTC ALL-COLLEGE POLICIES

These policies are in effect for all classes at NWTC.

This syllabus is a learning contract between you and your instructor. In addition to your syllabus, there are policies and procedures listed in the NWTC Student Handbook that all students must uphold. Please refer to the NWTC Student Handbook to raise your awareness and understanding of the College's expectations.

[NWTC Student Handbook](#)

- [Academic Integrity \(includes Plagiarism, cheating and collusion\)](#)
- [Drop from a Class or Program](#)
- [Student Academic Grievance](#)
- **Discrimination and Harassment Prevention:** NWTC is committed to embracing the worth of every individual and promoting a respectful environment. Discrimination and harassment of protected categories in its employment and educational programs is prohibited. For questions or concerns, contact Mohammed Bey, Chief Diversity Officer, by email at mohammed.bey@nwtc.edu or by phone at (920) 498-6826.
- **Disability Act Statement:** NWTC is committed to creating a learning environment that meets the needs of its diverse student body. NWTC complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. If you have a disability, please call Disability Services at (920) 498-6904 to begin a conversation regarding the support services available to you or to request an official accommodation.
 - [Accessibility & Data Privacy](#)

Student Academic Calendar: Visit [Academic Calendar page](#) for important College dates you should add to your personal calendar.

CLASS SPECIFIC POLICIES

In addition to the college policies referenced, the following instructor policies also apply to this course.

Attendance and Participation: Attendance and/or class participation is required. Failure to attend classes may affect your grade and/or program status. NWTC reserves the right to impose class attendance restrictions in courses and programs, based on administrative guidelines. Attendance ethics are important, as potential employers will investigate attendance records and transcripts. A phone call to the instructor prior to the start of the class is required if the student will be absent or late.

Estimated number of hours required to be successful in the class, (class hours and outside hours for homework, readings, etc.) The amount of time you spend on reading, completing course assignments and activities will differ. Typically students spend 6-8 hours outside of the course studying.

Technology Skills & Assistance:

Technology Help

Get technical assistance by calling the Student Help Desk at (920) 498-6900 or 1-866-235-5037.

Learn more about the technology skills needed to be successful at NWTC (such as sending email, using software for assignments, submitting online work, and using test monitors) by watching the [Technology 101 video series](#) or visiting the [Ask a Librarian FAQ site](#).

Find out how to [Download Office 365 for Free](#) and access [Off-Campus Software](#). Learn how to [borrow equipment from NWTC](#).

Appropriate Use of Technology in Class: Cell phone use will be not allowed during Line Electrician Safety 1 Monday - Thursday from 12:30pm to 5:20pm. If you need to use the phone other than an emergency, you shall get permission from me prior to making your phone call. Failure to follow this rule will result in a loss of a week's worth of points in your Modeling Responsible Behavior grade. If cell phone use continues past one warning you will be asked to leave and will not be allowed back into any of my classes until you meet with the programs associate dean and a NWTTC counselor.

Dress Code: Students are to look as if they were going to their place of employment and look like a professional. This means all pants must be worn at the waist line and no undergarments can be seen, shirts must have sleeves, no shorts and no jewelry. Failure to follow this rule will result in the student being asked to leave the class and a days' worth of points will be lost in the Modeling Responsible Behavior grade.

Inappropriate Language: Use of inappropriate language will not be tolerated. Failure to follow this rule will result in a loss of a week's worth of points in your Modeling Responsible Behavior grade. If inappropriate language continues past one warning you will be asked to leave and will not be allowed back into any of my classes until you meet with the programs associate dean and a NWTTC counselor.

Campus Closure Day(s) Procedure: In the event of a campus closure, classes will be made up based on the amount of time or days missed.

Syllabus Changes: Instructors retain the right to make changes based on the timeline of the class, feedback from learners and/or logistical issues. Students will be informed as soon as a change is made. A current copy of the course syllabus will be maintained by the division office.

Grading Policy: Grades will be computed by compiled test and quiz grades, and classroom participation. Attendance is imperative as demonstrations and practice labs build accumulative skills and many times cannot be repeated.

Assignments turned in after the due date will have points deducted. A time to make-up the missed test must be arranged the next day that school is attended (**this is your responsibility**), or five points will automatically be deducted from the test score. Students with an un-excused absence on test days will not be allowed to make up tests and will result as a zero grade.

It will be the responsibility of the student to get notes from fellow classmates and to make arrangements for makeup tests. Daily quizzes will not be available to make up.

Assignments/EnergyU course tests must be submitted on the due date prior to the start of class.

Grading Components

Classroom Component 40% of Grade	Points Earned		Points Possible		Weighted Percent		Grade
EnergyU Online Course - Tests		/	800	x	20%	=	
Utility Research Paper		/	100	x	2%		
Hardware Test		/	100	x	5%	=	
Trade Tools Test		/	100	x	5%		
Field Training 1 Final		/	100	x	10%	=	

Lecture Totals		/	1300	x	42%	=	
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Field Lab Component 60% of Grade	Points Earned		Points Possible		Weighted Percent		Grade
Safety – Competencies		/	100	x	5%	=	
Field Lab Grade		/	400	x	30%	=	
Knot Tying – Ropes and Rigging - Competencies		/	100	x	8%	=	
Modeling Responsible Behavior		/	90	x	15%		
		/	790	x	58%	=	

Grading Scale:	
Scale	Grade
100 - 93	A
92 - 85	B
84 - 75	C
74 - 67	D
66 – 0	F

Classroom Course Calendar: Line Electrician Field Training 1

Week 1: (June 5th – June 8th) Climbing & Hardware

Day 1 = Program Overview, introductions, tools, and tour

Day 2 = Field Day

Day 3 = Review Hardware and Review Trade Tools

Day 4 = Review Hardware and Review Trade Tools

Weekly review

Week 2: (June 12th – June 15th) Climbing & Hardware & First Aid and CPR

Day 1 = Review Hardware and Review Trade Tools

*EnergyU Online Course: 08301 Energy Industry Dynamics – Test

Day 2 = Review Hardware and Review Trade Tools

*EnergyU Online Course: 08302 Electric Power - Test

Day 3 = CPR/First Aid – Room EE111

Day 4 = CPR/First Aid – Room EE201

Week 3: (June 19th – June 22rd) Rigging

Day 1 = The Guidebook for Linemen and Cablemen, Chapter 1, Pages 3-10

The Guidebook for Linemen and Cablemen, Chapter 1, Pages 39-54

*EnergyU Online Course: 12108 Basic Ropes, Knots, Splices - Test

Day 2 = The Guidebook for Linemen and Cablemen, Chapter 16, Pages 629-661

*EnergyU Online Course: 12107 Rigging with Slings & Ropes - Test

Day 3 = Review Hardware and Review Trade Tools

Day 4 = Review Hardware and Review Trade Tools

Week 4: (June 26th – June 29th) Insulators and Conductors

Day 1 = The Guidebook for Linemen and Cablemen, Chapter 8, Pages 253-262

Day 2 = The Guidebook for Linemen and Cablemen, Chapter 10, Pages 323-351

Day 3 = *EnergyU Online Course: 02002 Distribution Poles and Pole Equipment – Test

Day 4 = Weekly Review

Week 5: (July 3rd – July 6th) Setting and Hauling Poles

Day 1 = The Guidebook for Linemen and Cablemen, Chapter 8, Pages 229-245

The Guidebook for Linemen and Cablemen, Appendix, Pages 851-853

Day 2 = No School

Day 3 = Review Hardware and Review Trade Tools

Day 4 = Weekly review

Week 6: (July 10th – July 13th) Pole Framing

Day 1 = Review Hardware and Review Trade Tools

Day 2 = *EnergyU Online Course: 10106 Overhead Distribution Line Construction Tools and Equipment - Test

Day 3 = Review Hardware and Review Trade Tools

Day 4 = Weekly review

Week 7: (July 17th – July 20st) Guying

Day 1 = Review Hardware and Review Trade Tools

Day 2 = *EnergyU Online Course: 02010 Frame, Set, Install Anchors, and Guy Pole for De-Energized Primary Distribution Circuit - Test

The Guidebook for Linemen and Cablemen, Chapter 8, Pages 245-253

Day 3 = Trade Tools Test

Day 4 = Hardware Test

Week 8: (July 24th – July 27th) Stringing Line Conductors

Day 1 = *EnergyU Online Course: 02012 Conductor Stringing for New Construction Distribution Circuits - Test

Day 2 = The Guidebook for Linemen and Cablemen, Chapter 8, Pages 262-281

The Guidebook for Linemen and Cablemen, Appendix, Pages 855-865

Day 3 = Review

Day 4 = Field Training Final

Week 9: (July 31st)

Day 1 = Final

Field Lab Course Calendar: Line Electrician Field Training 1

Week 1: (June 5th – June 8th)

Day 1 = Introductions, tools, and tour

Day 2 = Pole Climbing

Day 3 = Pole Climb and Truck Operation

Day 4 = Tower Climb and Pole Climbing

Week 2: (June 12th – June 15th)

Day 1 = Pole Climb and Truck Operation

Day 2 = Pole Climb and Truck Operation

Day 3 = CPR/First Aid

Day 4 = CPR/First Aid

Week 3: (June 19th – June 22rd)

Day 1 = Pole Climb and Truck Operation

Day 2 = Hang Crossarms and Truck Operation

Day 3 = Hang Crossarms and Truck Operation

Day 4 = Hang Crossarms and Truck Operation

Week 4: (June 26th – June 29th)

Day 1 = Hang Crossarms, Set Poles

Day 2 = Hang Crossarms, Set Poles

Day 3 = Hang Crossarms, Set Poles

Day 4 = Hang Crossarms, Set Poles

Week 5: (July 3rd – July 6th)

Day 1 = Hang Crossarms Assessments/Set Down Guy Anchors

Day 2 = No School

Day 3 = Pole Set Assessments/Set Down Guy Anchors/Dead End Wire

Day 4 = Pole Set Assessments/Set Down Guy Anchors/Dead End Wire

Week 6: (July 10th – July 13th)

Day 1 = Pole Set Assessments and Set Down Guy Anchors

Day 2 = Pole Set Assessments and Set Down Guy Anchors

Day 3 = Make up Down Guys

Day 4 = Make up Down Guys

Week 7: (July 17th – July 20st)

Day 1 = Make up Down Guys

Day 2 = Make up Down Guys

Day 3 = Down Guy Assessments

Day 4 = Down Guy Assessments

Week 8: (July 24th – July 27th)

Day 1 = Dead End Wire Assessments

Day 2 = Dead End Wire Assessments

Day 3 = Knot Tying Assessments/Climbing Assessments

Day 4 = Knot Tying Assessments/Climbing Assessments

Week 9: (July 31st)

Day 1 = Finals

**NORTHEAST WISCONSIN TECHNICAL COLLEGE
ELECTRICAL POWER PROGRAM
MODELING RESPONSIBLE BEHAVIOR RUBRIC**

Modeling Responsible Behavior Grades

- 5% of grade in Safety Courses
- 5% of grade in Construction Standards Course
- 15% of grade in Field Training Courses

The Modeling Responsible Behavior Rubric is based on 3 different components: Promptness, Participation, and Professionalism. The criteria for evaluation may be different from one course to another; however you will be evaluated on the same components and in all your courses, each time your class meets. You will obtain either a 0 or a 1 in each component. The total possible points available are dependent on the number of times the class meets.

(Criteria)	Behavior	Points	Available
Promptness:	<ul style="list-style-type: none"> • <i>Demonstrates personal accountability</i> Present and on time Prepared and alert, mentally and physically Present for entire session 	0	1
Participation:	<ul style="list-style-type: none"> • <i>Thinks critically and creatively</i> Shares experiences applicable to current content • <i>Value individual differences and abilities</i> Doesn't interrupt or distract other students, verbally or non-verbally • <i>Work cooperatively and professionally</i> Displays eagerness for learning/experiences • <i>Communicate effectively</i> Asks appropriate questions Positive mannerisms-No negativity Does not monopolize class discussion Contributes appropriately with relevant information Uses proper communication, language, pronunciations, Grammar, spelling, etc... • <i>Solve problems effectively</i> Offers answers, Offers opinion Completes lab projects with minimal guidance 	0	1
Professionalism:	<ul style="list-style-type: none"> • <i>Demonstrates personal accountability</i> Cell phones and pagers are off during class, lab and field trips Complies with all NWTC Code of Conduct policies • <i>Demonstrates community and global accountability</i> Courteous and respectful to all, verbally and/or non-verbally, without bias or discrimination Recognize personal responsibility in making decisions that utilize resources in a sustainable manner 	0	1