



CLR100 Orientation/Safety Syllabus

Course Information

Credits	1
Campus	Washburn Institute of Technology
Address	5724 SW Huntoon
City/State/Zip	Topeka, Kansas 66604
Office Fax	785-273-7080

Description

This course introduces the student to basic and Industry-specific safety skills in an ongoing education. Topics include: PPE (Personal Protective Equipment), first aid, dress code and safety implications, MSDS (Material Safety Data Sheets) procedures of handling dangerous materials, SP2 (Pollution Prevention and Environmental Safety, and shop safety), intro to tools/equipment and safety using tools/equipment. As other equipment/tools are introduced, additional safety procedures will be covered. No student will be allowed to operate or be in the area of operating machines until he/she has successfully completed the initial safety test with at least 96% accuracy. Students are expected to observe and comply with all safety rules and regulations.

Textbooks

none

Student Learning Outcomes:

- A. Communicate effectively.
- B. Integrate technology.
- C. Learn effectively - use academics effectively.
- D. Demonstrate cooperative/teamwork skills.
- E. Apply safety.
- F. Think critically and creatively.
- G. Demonstrate responsible work ethics.

Competencies

- 1. Understand why the government cares about safety.
- 2. Recognize how your actions affect you AND your co-workers.
- 3. Know how to read a Material Safety Data Sheet (MSDS) or Safety Data Sheets (SDS).
- 4. Recognize the uses for a MSDS/SDS.
- 5. Identify some of the dangers associated with chemicals used in the automotive industry.
- 6. Recognize proper personal protective equipment (PPE) to protect your eyes, hands, ears, and feet.
- 7. Identify activities that require the use of PPE.
- 8. Understand the importance of first aid kits.
- 9. Recognize the regulations governing first aid kits in the workplace.
- 10. Identify the proper steps to take when first aid is needed.

11. Understand the risks posed by eye injuries.
12. Recognize regulations governing eye wash station placement and use.
13. Identify the proper steps to take in case of an eye injury.
14. Identify flammables in a shop.
15. Recognize the four types of fire extinguishers
16. Understand fire extinguisher safety and usage.
17. Know what to do if there is a fire.
18. Recognize dangerous situations involving power tools.
19. Understand how to prevent injuries involving power tools.
20. Understand the danger of electricity.
21. Identify the most common potential electrical hazards.
22. Learn ways to protect yourself when working with and around electricity.
23. Identify the steps necessary to jump start a vehicle.
24. Recognize the risks related to jump starting.
25. Identify the types and specifications of personal protective equipment required when working with hybrid electric vehicles.
26. Understand the dangers of working with high voltage components and other general safety considerations.
27. Identify the training requirements for technicians working with hybrid electric vehicles.
28. Identify the types and specifications of personal protective equipment required when working with Compressed Natural Gas (CNG) vehicles.
29. Understand the dangers of working with CNG vehicles and other general safety considerations.
30. Identify the training requirements for technicians working with CNG vehicles.
31. Understand the significance of the Lockout/Tagout process.
32. Identify proper Lockout/Tagout procedures and responsibilities.
33. Recognize the risks of not following proper Lockout/Tagout procedures.
34. Recognize the underlying causes for slips and falls in the workplace.
35. Identify the steps that can be taken to minimize the opportunity for accidents to occur.
36. Understand that safety on the job is everyone's responsibility.
37. Understand common causes and consequences of workplace injuries.
38. Identify ways to prevent workplace injuries.
39. Recognize the parts of the body most susceptible to injury.
40. Understand the dangers associated with blood borne pathogens.
41. Recognize the potential for disease caused by pathogens.
42. Identify different ways to prevent a blood borne pathogen infection.
43. Understand the importance of proper respirator use.
44. Recognize why respirator fit tests and medical requirements are necessary before using a respirator.
45. Identify negative pressure and positive pressure respirators.
46. Understand your responsibilities while driving a motor vehicle for your company.
47. Define the "4 A's of Defensive Driving."
48. Recognize the significance of the "No Zone."
49. Understand the dangers associated with lifting or jacking a car.
50. Understand hydraulic jack safety.
51. Recognize how to be safe with other types of jacks.
52. Understand the ways in which welding can be dangerous and cause injuries.
53. Identify ways to protect yourself from injuries when welding.
54. Identify automotive wastes in a repair facility.
55. Understand how to manage each waste stream.
56. Recognize the four characteristics of hazardous waste.
57. Understand why tracking waste generated is important.

Guidelines for Success

Assessment Plan

Assessment is an integral part of the educational process at Washburn Tech and accurate feedback is an important tool in continuously improving the institution's technical programs. Students can expect to participate in assessment activities prior to entry into programs, within specific courses and following program completion for specific fields of study.

Grading Scale:

93% or higher A

85-92% B

76-84% C

69-75% D

Less than 68% F

Grading Breakout

Lab Activities	25%
Daily Performance.....	30%
Classroom Activities	15%
Weekly Quizzes.....	10%
Final Exams.....	20%

Attendance

No make-up is available for missed time. Textbook class assignment and comprehensive exams can be made up upon approval by the instructor within one week of the absence. Makeup exams must be coordinated with the instructor in advance.

Disability

The Special Support Services (SSS) Office is responsible for assisting in arranging accommodations and for identifying resources at Washburn Institute of Technology for persons with disabilities. Qualified students with disabilities MUST register and provide documentation with the office to be eligible for services. New requests for accommodations should be submitted two months or more prior to the date services should begin; however, contact the SSS Office as soon as a need may arise. Depending on the accommodation request, four to eight week lead time may be needed for timely and effective provision of services. SSS coordinates and assist in arranging services it deems appropriate of eligible students on a case-by-case basis.

If you are a student with a disability that may substantially limit your ability to participate in this class and believe you will need accommodations, it is your responsibility to contact:

Special Support Services Coordinator

Phone: 785-228-6356

E-Mail: ssscoordinator@washburn.edu

