

**School of Applied Technologies**

**COURSE SYLLABUS**

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| **Course Number/Name:** | **CARP 1320**  **Carpentry Fundamentals** | **Section Number:** | | | **101** | **CRN:** | | **91946** |
| **Class Day(s):** | **A/B/C Schedule** | **Class Time:** | | | **TBD** | | | |
| **Class Location:** | **TBD** | **Course Credits:** | | | 3 | | | |
| **Prerequisite: Corequisite:** | **None** | | | | | | | |
| **Instructor:** | **TBD** | | **Email:** |  | | | | |
| **Web Address:**[Optional] |  | | | | | | | |
| **Phone/Voice Mail:** |  | | **Other:** |  | | | | |
| **Office Hour(s):** |  | | | **Office Location:** | | |  | |

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| ***Texts & Supplies*** |

**Required text:**  **None**

**Supplies:** Safety Glasses, Tape Measure, Work shoes/appropriate work clothes, Notebook, Pens and Pencils

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| ***Course Description*** |

Covers safety and use of hand and power tools. Includes designing a project, estimating bills for materials, building and completing the project are covered.

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| ***Student Learning Outcomes*** |

Upon completion of this course, the student will be able to do the following:

* 1. Describe career opportunities in carpentry and the construction industry.
  2. Discuss technological advances in the construction industry
  3. Accurately perform leaner measurements using a standard tape measure
  4. Explain what OSHA is and how OSHA standards impact the carpentry industry.
  5. The student will be able to correctly explain “Right To Know” and use MSDS to evaluate potential hazards of using materials commonly associated with carpentry.
  6. The students will explain, demonstrate and follow all safety practices required in a carpentry shop and on construction job sites.
  7. Demonstrate the correct and safe use of carpentry hand tools, hand power tools and stationary power tools.
  8. Recognize and use common carpentry technical terms.
  9. Students will be able to correctly size materials.
  10. Identify common wood species.
  11. Students will be able to correctly design a woodworking project within the restriction of time and resources available.

##### Students will be able to create a bill of materials with quantities and cast of materials for their project.

* 1. Students will be able to correctly and safely use the following stationary power tools. Table saw, panel saw, radials arm saw, compound miter saw, joiner, planner, mortise machine, boring machines.
  2. The student will critically evaluate quality of workmanship.

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| ***Attendance/Tardy/Withdrawal/Drop Policies*** |

Any student who misses the first week of class will be dropped.

Any student who is absent more than fifteen percent of the total class hours may be dropped from the class. Absences do not relieve a student from course assignments.

To avoid interrupting or distracting the class, students are expected to be prompt for each class. Class will begin promptly at the time scheduled. Students who arrive to class late will be marked absent. It is the student’s responsibility to drop/withdraw from the course in order to avoid a grade of “F.” [Important dates](http://www.cnm.edu/depts/enrollment/registration/importantdatesanddeadlines.php), deadlines and the last day to drop this course can be found at <http://www.cnm.edu/depts/enrollment/registration/importantdatesanddeadlines.php>

In the event CNM is on a delayed schedule, classes meeting prior to the announced start time will not meet. Classes scheduled to meet for 45 minutes or more after the announced start time or starting at or after the announced start time will meet. In the event CNM closes during the last week of the class, the final grades for students may be calculated on all work assessed up to that point in the course. For students whose final assessment results could influence their grade in the class, an alternative time may be arranged individually. [DL courses may need special wording.]

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| ***Grading*** | | | | |
| The following will be used to determine your grade in this course: | |  | The following scale is used to assign course grades: | |
|  | **Points** |  | **Percentile Range** | **Grade** |
| **Attendance** | 100 |  | **91-100** | **A** |
| **Quizzes/Performance Evaluations** | 100 |  | **81-90** | **B** |
| **Assignments** | 100 |  | **71-80** | **C** |
| Individual Project | **100** |  | **61-70** | **D** |
| Note Book | **100** |  | **Below 61** | **F** |
| Carpentry Tips | **100** |  |  |  |
| **Total** | **500** |  |  |  |

**Note:** A final grade of “D” or “F” is not acceptable for this course if it is required for graduation or as a prerequisite for other courses. A final grade of “D” or “F” requires repeating this course.

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| ***Late/Make-up/Re-take Policies*** |

Quizzes cannot be “made-up” if missed. Missed classes cannot be “made-up”

Individual project is due by the end of week 11: project will not be accepted late without instructor’s prior approval.

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| ***Course Codes & Policies*** |

**Student Behavior:**

As a member of this classroom, students are responsible for understanding and adhering to the CNM codes and policies that govern and prescribe acceptable student behavior. The codes and policies of this course are governed by the Academic Policies found on pp. 40-43 of the [*CNM 2009-2011 Catalog*](http://www.cnm.edu/coursecatalog/index.php) and the Student Code of Conduct found on pp. 298-310 of the [*CNM 2009-2011 Catalog*](http://www.cnm.edu/coursecatalog/index.php) accessed at <http://www.cnm.edu/coursecatalog/index.php>

If a student behaves in a manner that is disruptive to the educational process or violates any other provisions of the Code of Conduct, this behavior will (generally) first be addressed by the instructor. If the behavior continues, or escalates, this behavior will be reported to the Dean of Students for appropriate disciplinary action. If a student demonstrates behavior that is a violation of the Code of Conduct, CNM instructors may require the student to leave the classroom. Should this occur, the incident will be reported to the Dean of Students for further disciplinary action.

**Academic Dishonesty:**

Academic dishonesty hurts everyone involved. Forms of dishonesty are collaboration during in-class exams; receiving assistance from others on take-home quizzes and exams; sharing completed assignments. The Dean of Students will be notified of any instances of academic dishonesty.

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| *Student Resources/Advisement/Graduation* |

**Special Needs:**

Special Services is a department that can provide students with documented disabilities the accommodations they might need. It is also a department that can help students who think they might have a disability. Students needing accommodation in an academic setting must contact [Special Services](http://www.cnm.edu/depts/ss/index.php) at 224-3259 or at <http://www.cnm.edu/depts/ss/index.php>

The School of Applied Technology (AT) academic advisor is located at Main Campus in Ted Chavez Hall, Room 100, (224-3712). The AT advisor specializes in the programs offered through AT and is available to assist you in planning your schedule, evaluating your program of studies and completing graduation audits/checklists.

AT has a [listing of resources](http://www.cnm.edu/depts/at/about/at_resources.php) and links for advisement and graduation that can be found at <http://www.cnm.edu/depts/at/about/at_resources.php>

The Achievement Coach (224-3340) is available to all AT students. The Achievement Coach's main job is to help students find the answers to questions concerning classes and issues involving college and life. The Achievement Coach helps with the following: program and course information, campus and community supports, balancing school, family and work, life changes and obstacles, and graduation information.

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| ***Tentative Class Schedule*** |

**Syllabus & Class Schedule:** The syllabus and class schedule are subject to change by the instructor. Changes will be made with as much advance notice as possible.

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| Week 1 | Topics | Notes |
| 1 | Instructor Introduction  Student Introduction  Review Syllabus  Tools, supplies and safety items required.  Safety, Instructors Safety Expectations, OSHA/MSDS | Student should begin developing individual project  Start Note Book. (see guidelines)  Quiz on OSHA and Linear Measurement |
| 2 | Linear Measurement (trade math)  Introduction to blueprints and sketching. |  |
| 3 | Blueprints and sketching  Introduction: To Hand-held and Human Powered Tools as well as Portable Power Tools commonly used and their hazards. | Students should select individual project and get instructor approval  Drawing assignment  Performance evaluation on portable tools  Notebook check  Carpentry Tips |
| 4 | Stationary power tool safety and operations   1. Compound Miter Saw 2. Table saw 3. Joiner 4. Planner 5. Joinery 6. Adhesives | Plans, specifications and material list for individual project due.  Performance evaluations  Carpentry Tips |
| 5 | Stationary and hand power tool safety and operations   1. Belt-sanders 2. Quarter Sanders 3. Half-Sander 4. Oscillating-Sander 5. Router 6. Plate-Jointer 7. Jig- saw 8. Stationary Sanders 9. Router Table 10. Shaper 11. Joinery 12. Fasteners 13. Abrasives | Cut list due. Begin working on individual projects  Performance evaluations  Carpentry Tips |
| 6 | Stationary power tool safety and operations   1. Belt-sanders 2. Quarter Sanders 3. Half-Sander 4. Oscillating-Sander 5. Router 6. Plate-Jointer 7. Jig- saw 8. Stationary Sanders 9. Router Table 10. Shaper 11. Sharpening tools | Performance evaluations  Carpentry Tips |
| 7 | Stationary power tool safety and operations   1. Belt-sanders 2. Quarter Sanders 3. Half-Sander 4. Oscillating-Sander 5. Router 6. Plate-Jointer 7. Jig- saw 8. Stationary Sanders 9. Router Table 10. Shaper 11. Finishes | Performance evaluations  Carpentry Tips |
| 8 | Open Lab |  |
| 9 | Open Lab | Midterm Quiz/ Notebook check |
| 10 | Open Lab |  |
| 11 | Open Lab |  |
| 12 | Open Lab |  |
| 13 | Open Lab |  |
| 14 | Open Lab |  |
| 15 | Open Lab |  |
| 16 | Open Lab |  |
| 17 | Open Lab. All student items must be removed from the lab. |  |
| 18 | Final Exams |  |

[**Important dates, deadlines**](http://www.cnm.edu/depts/enrollment/registration/importantdatesanddeadlines.php)**, and the last day to drop this course can be found at** [**http://www.cnm.edu/depts/enrollment/registration/importantdatesanddeadlines.php**](http://www.cnm.edu/depts/enrollment/registration/importantdatesanddeadlines.php) **and includes holidays.]**

***Electronic Devices in Class*** [Faculty: See below re DL Courses.]

All cellular telephones, pagers and beepers must be turned off or switched to silent or vibrate mode. During class, all pagers and cell phones are to be placed in your backpack or purse and not on the table or desk. Electronic entertainment devices are to be turned off and head phones removed.

Notebook Guidelines

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| Item | Points 1 to 5  Yes=5 points  No=0 points | | | | | |
| 3 ring binder yes/no | DATE | DATE | DATE | DATE | DATE |  |
| Cover page   * Your full name * Course title * Course # * Course section * Course times and days * Location |  |  |  |  |  |  |
| Individual Project  Blueprint, cut list, materials list |  |  |  |  |  |  |
| Class notes and handouts & carpentry tips |  |  |  |  |  |  |
| Quizzes and performance test section |  |  |  |  |  |  |
| Grade summary section |  |  |  |  |  |  |
| Organization, neat and orderly |  |  |  |  |  |  |
| Notebook guides (this page) is the last page in the note book |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Total points/Grade |  |  |  |  |  |  |

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**Student Acknowledgment**

*(Please return to instructor at next regularly scheduled class meeting.)*

I have read and understand the Course Syllabus. The Course Syllabus is designed to assist with my learning and enhance my opportunities for student success.

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| **Course Name:** |  | | **Section Number:** |  | **CRN:** |  |
| **Instructor’s Name:** |  | | **Office Hours:** |  | | |
| **Student’s ID#:** |  | **Phone #:** |  | **CNM Email:** |  | |
| **Alternative Phone #:** |  | **Alternative Email:** |  | |
| **Student’s Major:** |  | | **Certificate(s)**  **Desired:** |  | **Term/Year of Graduation:** |  |
| **Degree Desired:** |  | **Term/Year of Graduation:** |  |
| **Student’s Name:** |  | | **Student’s**  **Signature:** |  | | |