

**You may delete this page from the document that follows after reading.**

It contains plain language about the copyright we've adopted from  
**Creative Commons.**

It also contains a link to the summary for our copyright license. This summary should be consulted if you intend to copy and redistribute this material in any medium or format, or adapt, remix, transform, or build upon this material.

[Click Here for information on the Creative Commons License we've adopted.](#)



From **Creative Commons**:

This is a human-readable summary of (and not a substitute for) the [license](#). [Disclaimer](#).

**You are free to:**

- **Share** — copy and redistribute the material in any medium or format
- **Adapt** — remix, transform, and build upon the material

The licensor cannot revoke these freedoms as long as you follow the license terms.

**Under the following terms:**

- **Attribution** — You must give [appropriate credit](#), provide a link to the license, and [indicate if changes were made](#). You may do so in any reasonable manner, but not in any way that suggests the licensor endorses you or your use.
- **NonCommercial** — You may not use the material for [commercial purposes](#).
- **ShareAlike** — If you remix, transform, or build upon the material, you must distribute your contributions under the [same license](#) as the original.

**No additional restrictions** — You may not apply legal terms or [technological measures](#) that legally restrict others from doing anything the license permits.

## 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 Safety 1

Catalog #31-413-362 & Class #51127

Starts: June 5<sup>th</sup>, 2023 Ends: July 31<sup>st</sup>, 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: (You can choose to include some, all, none, or your own language here. This same information can also be included in your Blackboard shell)

- 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
12:30 – 1:20		12:30-1:20				

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

**Class Meeting Location:** Green Bay Campus EE204

**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: 1**

**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. Discuss electric utility accidents and near miss accidents
2. Discuss work area protection.
3. Demonstrate proper hand signals
4. Acquire safe pole climbing skills.
5. Demonstrate proper knots.
6. Acquire safe truck operating skills.

**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](mailto:supportservices@nwtc.edu) or in-person. For more information, please visit us at [www.nwtc.edu/student-experience/student-support-services](http://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](http://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](http://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](mailto: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 and Wednesday from 10:20am to 12:20pm. 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 NWTC 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 NWTC 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 100% of Grade	Points Earned		Points Possible		Weighted Percent		Grade
EnergyU Online Course - Tests		/	800	x	35%	=	
Weeks 1, 2, 3 Test		/	100	x	10%	=	
Weeks 4, 5, 6 Test		/	100	x	10%	=	
Safety 1 Final		/	100	x	20%	=	
Work Area Protection - Presentation		/	100	x	10%	=	
Electrical Accident/Near Miss Presentation		/	100	x	10%	=	
Modeling Responsible Behavior		/	90	x	5%	=	
<b>Classroom Totals</b>		/	<b>1390</b>	<b>x</b>	<b>100%</b>	=	
<b>Final Grade Total</b>						=	

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

# **Course Calendar: Line Electrician Safety 1**

## **Week 1: (June 5<sup>th</sup> & June 7<sup>th</sup>)**

**Day 1** = Welcome

Class Overview - Hand out - Hand Signals and Knots/Splices

**Day 2** = APPA Safety Manual pages 1-23, Read sections 101-110 and 113

## **Week 2: (June 12<sup>th</sup> & June 14<sup>th</sup>) General Safety & Hand signals/Knots**

**Day 1** = APPA Section 401, 402, 403, 404, and 405

APPA Section 406, 407, 408, and 409

EnergyU Online Course: 11000 Introduction to OSHA Standards – Test

Bring rope to class/tie knots/hand signals

**Day 2** = The Guidebook for Linemen and Cablemen, Chapter 17, Pages 663-675

Rigging Notes

Tie knots/hand signals

## **Week 3: (June 19<sup>th</sup> – June 21<sup>st</sup>) Hand Tools Safety**

**Day 1** = APPA Safety Manual: Electric Utility Operations - Section 506.1 to 506.10

\*EnergyU Online Course: 10102 Hand Tools-General I - Test

**Day 2** = The Guidebook for Linemen and Cablemen, Chapter 17, Pages 675-680

The Guidebook for Linemen and Cablemen, Chapter 17, Pages 681-693

\*EnergyU Online Course: 10103 Hand Tools-General II - Test

## **Week 4: (June 26<sup>th</sup> – June 28<sup>th</sup>) Pole Climbing**

**Day 1** = Tie knots/hand signals

APPA Safety Manual: Electric Utility Operations - Section 507.3

Climbing Notes

**Day 2** = \*EnergyU Online Course: 02001 Climbing Basics-Wood Poles – Test

Weeks 1-4 Test

## **Week 5: (July 3<sup>rd</sup>– July 5<sup>th</sup>) Truck Safety**

**Day 1** = No School

**Day 2** = APPA Safety Manual: Electric Utility Operations - Section 503.1 to 503.7

APPA Safety Manual: Electric Utility Operations - Section 503.8 to 503.14

Review - Work Zone Protection Power Point

Digger Derrick – Bucket Truck Notes

Assign Work Zone Protection Presentation

\*EnergyU Online Course: 11011 Vehicle & Equipment Operating safety – Test

\*EnergyU Online Course: 11008 Worksite Protection-Traffic Control - Test

**Week 6: (July 10<sup>th</sup> – July 12<sup>th</sup>) Work Zone Protection**

**Day 1** = APPA Safety Manual: Electric Utility Operations - Section 505.1 to 505.3 & Figure 505.1  
Student Presentations - Work Zone Protection

**Day 2** = APPA Safety Manual: Electric Utility Operations - section 507.11 and 507.12

**Week 7: (July 17<sup>th</sup> – July 19<sup>th</sup>) Wire Stringing Safety**

**Day 1** = Discuss Stringing Operations

\*EnergyU Online Course: 10107 Overhead Distribution Line Construction Safety - Test

**Day 2** = Work on Knots & Assign Student Presentations - Near Miss/Accident/ Fatality

**Week 8: (July 24<sup>th</sup> – July 26<sup>th</sup>) Tests and Presentations**

**Day 1** = Student Presentations - Near Miss/Accident/ Fatality

\*EnergyU Online Course: 11106 Electric Safety- Test

**Day 2** = Review

**Week 9:( July 31<sup>st</sup>) Final**

**Day 1** = Safety Final