

# **Agricultural Mechanics (Metals 1)**

## **Syllabus & Conduct Contract**

Metals 1 is an introductory level course designed for students interested in welding and fabrication. The purpose of this course is to instruct students on the basic and advanced skills in the area of welding. This course is also a requirement for students wanting to enroll in advanced courses in the fabrication and mechanics program. Through the use of tools, machines, and materials students will learn the importance of the metal working industry.

### COURSE OBJECTIVES

To proficiently demonstrate skills and knowledge in the areas of:

- Shop and Welding Safety
- Tool and Equipment Use
- Metal & Equipment Identification
- Oxyacetylene Welding
- Arc Welding
- MIG Welding

### PARTICIPATION

Both classroom and laboratory participation are essential for you to succeed in this class. Laboratory participation is based on *productive* time spent in the shop. A large number of points are derived from classroom/laboratory participation. You will be required to keep a daily timesheet of activities and goals for coursework and laboratory activities.

### LAB FEES

A \$20 lab fee will be charged per student to cover the cost of safety glasses, materials, and consumables. If you are unable to financially cover the cost of this fee, please contact the instructor for assistance or arrangements. You will not be eligible to participate in the shop or laboratory activities until the lab fee is paid.

### STUDENT EXPECTATIONS

Success in this class depends on your attitude and willingness to learn!

- Be on time and in class every day – MVHS attendance policy will be enforced!  
*See Attendance section for further details.*
- Participate in the designated daily activity.
- Work the entire period and behave in a manner conducive to a professional and safe learning environment.
- No food or drink.
- Use all personal protective equipment.
- Follow all safety and classroom policies as directed by instructor.

Take care of out side business before entering the class (rest room, locker, office)

- Come to class prepared!
  - ✓ Writing utensil (pen/pencil)
  - ✓ Course Notebook w/ paper
  - ✓ Assignments

- ✓ Required laboratory/personal protective equipment
  - Safety glasses
  - Coveralls
  - Long pants
  - Long sleeves
  - Closed toed shoes
  
- Classroom Behavior - *Golden Rule!! Treat others as you wish to be treated!*
  - ✓ Maintain a positive attitude
  - ✓ Respect others, their property, their right to learn, and respect yourself.
  - ✓ Be on time to class
  - ✓ I will excuse you when the bell rings
  - ✓ Being honest at all times
  - ✓ Cheating will not be tolerated
  - ✓ Be respectful and polite to all guests
  - ✓ Inappropriate actions and poor choices come with consequences

### ATTENDANCE

- If you are absent it is your responsibility to make up any and all work missed during your absence.
  - You have the same number of days as you were absent to make up all work and lab assignments.
- If your absence is unexcused, your assignment will not be able to made up, and you will lose the daily points.
- All lab absences must be made up – times spent in the shop is graded and makeup time can be arranged.
- School attendance and tardy policy will be enforced!
  - 1<sup>st</sup> or 2<sup>nd</sup> tardy = warning and notation in the gradebook
  - Additional tardies = Tardy/Unexcused Absence Referral form submitted, resulting in detentions, parent notifications, or in-school/in-home suspensions. (See MVHS Attendance Policy)
- *If you are tardy by 15 minutes or more it is considered an unexcused absence!*

### COURSE NOTEBOOK/PORTFOLIO

You will be required to keep a course notebook, *Metals I Portfolio*. You must include the following sections:

- Timesheets
- Notes/Handouts
- Assignments/Worksheets
- Quizzes/Tests

Save all timesheets handouts, assignments, quizzes, and any other course documents! Portfolios will be submitted to the instructor throughout the duration of the course, where they will be graded. They must be complete, neat, professional, and organized!

*\*Note: Your portfolio will account for a large portion of your final grade in this course!*

## GENERAL CLASSROOM RULES

1. No cell phones! No warnings!
2. No food, candy or gum
3. No foul language
4. No hats (except when required for work)
5. No students in the office
6. No one in the shop without permission or supervision
7. No use of equipment without instructor permission

## SHOP SAFETY

### ***Safety is the #1 priority in the shop!***

1. Shop safety tests must be passed with 100% accuracy before you are allowed to work in the shop.
2. Come to class prepared with safety glasses, proper clothing/coveralls, including closed toed shoes.  
*\*Lockers are available for you to store shop clothing/safety glasses. The number of lockers is limited, so if you would like a locker please see Ms. Gomes. Lockers are on a first come, first serve basis. You will be assigned a locker, but need to provide your own lock. The spare key or a copy of the combination must be submitted.*
3. You will not be permitted to work in the shop without all of the below:
  - a. Passed safety tests
  - b. Signed syllabus on file
  - c. Signed safety contract
  - d. Paid lab fees
  - e. Required safety equipment/clothing
4. **Violations of safety or classroom rules may result in suspension of shop privileges or removal from class!**

## ASSIGNED WORK

Work is to be turned in when due and must be done neatly. All assigned work is required to be handed in. Late work will be penalized 10% per day until it is submitted. Work turned in must have your name, date, and block.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Block: \_\_\_\_\_

- After assignments are returned, they must be filed/saved in your Portfolio.
- Occasionally pop quizzes may be administered, and cannot be made up.

### Academic Integrity

- Students are expected to be professional and honest with coursework and projects.
- Any student taking credit for work done by another student will receive “zero” credit.

GRADING

- Grades are **earned** not given!
- Your grade is determined by your success in various areas:
  - Portfolio
  - Participation
  - Homework
  - Time Sheets
  - Classroom assignments
  - Tests/Quizzes
  - Projects/laboratory work

A = 90 – 100%  
B = 80 – 89%  
C = 79 – 70%  
D = 69 – 60%  
F = 59% or less

LEADERSHIP OPPORTUNITIES

- FFA: See Ms. Gomes or Mr. Hull for details.
- Skills USA: See Mr. Garcia for details

EXTRA CREDIT

Do not rely on extra credit opportunities! At times, limited extra credit may be assigned.

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Score: \_\_\_\_\_/25pts

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Period: \_\_\_\_\_

1. This is your first assignment.
2. Safety is the #1 priority in the shop – rules and safety precautions will be enforced for the protection of yourself and others.
3. By signing this paper and with your signed safety test on file you will be held accountable for your actions in this class or in the shop at any time.
4. After reading this contract, please sign below and return by Friday.  
If you have any questions, please feel free to contact either Mr. Garcia at 383-6388 or Ms. Gomes at 383-6405.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature