

**SYLLABUS HANDOUT**

**For**

**PRMA 1403 North High**

**MACHINE TOOL III**

**Metropolitan Community College**

## Course Syllabus

### **COURSE IDENTIFICATION**

Title: -Machine Tool III  
Prefix/Section: -PRMA 1403  
Credit Hours: -9.0  
Begins/Ends/No-Class Days: -8/18/22 - 12/16/22  
Meeting Day/Time:  
Last Day to Withdraw -11/10/22  
Delivery Type: -Classroom  
Class Location: -Precision Machine Lab  
Lab Location: - Precision Machine Lab

### **CONTACT INFORMATION**

Instructor Name: -Lucas Kern / Jeff Banker  
Office Location: -SOC  
Telephone: -402-740-2074  
Office Hours: -By appt.  
Email Address: lakern@mccneb.edu  
Academic Program Area: -Applied Technology  
Dean's Office Telephone: -531-622-4011

### **COURSE INFORMATION**

#### Course Description:

Students construct advanced machine projects using various pieces of shop equipment including milling machines, engine lathes, drill presses and grinders. Students focus on safety as well as setup and accuracy of completed projects.

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#### Course Prerequisites:

PRMA 1402 Machine Tools II

#### Course Prerequisites:

To continue to PRMA IV, student must achieve a grade of C or better.

Students enrolled in online and hybrid classes are required to check and use MCC Email (<https://portal.microsoftonline.com>) for all official course correspondence. *See also*

#### STUDENT EMAIL REQUIREMENTS:

Email sent from a Blackboard course is delivered to both the sender and recipient's MCC Email account at <https://portal.microsoftonline.com>. No email is stored in Blackboard. Students enrolled in online and hybrid classes are required to check and use MCC Email for all official

course correspondence. New email sent from Blackboard will include the course number, section and title in the subject line. Students should include the same information in the subject line when responding or composing new email from the MCC Email inbox.

Course Objectives:

1. Demonstrate the ability to determine speeds, feeds, major diameter, pitch diameter and minor diameter of cutting threads.
2. Demonstrate the ability to bore holes in the Lathe.
3. Demonstrate the ability to machine angles on the Milling Machine.
4. Demonstrate the ability to setup the surface grinder to grind precision angles to close tolerances.

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REQUIRED TEXTBOOK (S) and/or MATERIALS:

Title(s): Precision Machine Technology & Precision Machine Technology Workbook & Project Manual

Edition: 3rd Edition

Author: Hoffman, Hopewell and Janes

Publisher: Cengage Learning

Course Structure:

Classroom activities may include lectures, hands-on activities, guest speakers, field trips and audio visual.

**ASSESSMENT OF STUDENT WORK**

**1. Types of Assessment/Assignments**

- Students will be assessed by completing home-work, written tests and lab assignments.
- Students will be expected to participate in all lectures, demonstrations and projects.
- Assignments will be a series of hands-on projects and written assignments.
- The student is totally and completely responsible for all assignments and materials.

MAKE-UP TEST PROCEDURES:

Make up tests and tasks will be assigned on an individual basis.

LATE ASSIGNMENTS:

Assignments over one week late will not be accepted.

## 2. Grading Policy

### Final Course Grade

Grades will be determined by written test scores as well as the completion and quality of hands on projects.

Grading scale is as follows:

100 - 90 = A

89 - 80 = B

79 - 70 = C

69 - 60 = D

## 3. Maintenance of Student Records

- A. Written tests will be graded and returned for review in a timely manner.
- B. Hands-on projects and techniques:
  - Feed back given during process
  - Graded at completion.

## INSTRUCTOR'S EXPECTATIONS OF STUDENT

### Required Expectations

A lot of information is put out each class that is not available solely by reading the textbook. We do not have the time to go back and cover material from previous classes for those who miss.

Absent (five) classes Minus one letter grade  
Absent (seven) classes Minus two letter grades  
Absent (nine) classes Fail the class

Tardiness counts as half day absent. A tardy is defined as being late for class or leaving before class is over.

### RECORDING IN THE CLASSROOM:

Students may not video or audio record class sessions without the instructor's knowledge and permission. If recording of class sessions is authorized as a reasonable accommodation under Americans with Disabilities Act (ADA), the instructor must have the appropriate documentation from College Disability Support Services. Permitted recordings are to be used only for the individual student's educational review of the class session and may not be reproduced, posted, sold or distributed to others. Students who violate this policy are subject to disciplinary procedures as outlined in the Student Conduct Code.

### Suggested Expectations

## Student Conduct

- Safety is our first concern. Students will adhere to all safety requirements.
- Safety glasses will be worn at all times when the lab area is in use.
- Students conduct in the classroom and lab must be appropriate; horseplay, practical jokes, tampering with safety devices, inappropriate behavior and language will not be tolerated.
- One warning will be issued about misconduct with further incidences resulting in the instructor withdrawing the student from class.
- Cell phone interruptions will not be tolerated in the classroom or labs.

**Notice:** This syllabus is written as an expectation of class topics, learning activities, and expected learning outcomes. However, this is a living document and the instructor reserves the right to make changes in this schedule that may result in enhanced or more effective learning for students. These modifications will not substantially change the intent or objectives of this course and will be done within the policies and guidelines of Metropolitan Community College.

## **LEARNING SUPPORT**

Metro's Learning, Math, and Writing Centers can help you achieve educational success. The staff in these centers provide drop-in assistance with basic math, reading, writing and computer skills. We offer a friendly, supportive learning environment. Self-paced computer-assisted instructional support in reading, vocabulary, typing, English as a Second Language, and online course orientation is also available.

Detailed information about these services are in the Student Handbook, College Catalog, and online. Links to these resources are located at <http://www.mccneb.edu/learningcenter/>.

## **COLLEGE POLICIES**

College policies, such as student rights and responsibilities, academic standards, plagiarism, and etc. are outlined in the College Catalog and Student Handbook. This information can be accessed via the online catalog at <http://www.mccneb.edu/academics/catalog.asp>.

## COMMUNICATION EXPECTATIONS:

When you communicate with others in this course, you must follow the Student Conduct Code (<http://mccneb.smartcatalogiq.com/en/current/Course-Catalog/Student-Services/Student-Conduct>), which calls for responsible and cooperative behavior. Please think critically, ask questions, and challenge ideas, but also show respect for the opinions of others, respond to them

politely, and maintain the confidentiality of thoughts expressed in the class. You may also wish to review information at <http://www.albion.com/netiquette/>.

#### **RECORDING IN THE CLASSROOM:**

Students may not video or audio record class sessions without the instructor's knowledge and permission. If recording of class sessions is authorized as a reasonable accommodation under Americans with Disabilities Act (ADA), the instructor must have the appropriate documentation from College Disability Support Services. Permitted recordings are to be used only for the individual student's educational review of the class session and may not be reproduced, posted, sold or distributed to others. Students who violate this policy are subject to disciplinary procedures as outlined in the Student Conduct Code.

#### **ACADEMIC HONESTY STATEMENT:**

Students are reminded that materials they use as sources for classwork may be subject to copyright protection. Additional information about copyright is provided on the library website at <https://www.mccneb.edu/Current-Students/Student-Tools/Library.aspx> or by your instructor. In response to incidents of student dishonesty (cheating, plagiarism, illegal peer-to-peer file sharing, etc.), the College imposes specific actions that may include receiving a failing grade on a test, failure in the course, suspension from the College, or dismissal from the College. Disciplinary procedures are available in the Advising/Counseling Centers or at [https://www.mccneb.edu/getattachment/About-MCC-Nebraska/About-MCC/Procedures/V-4\\_Student\\_Conduct\\_and\\_Discipline.pdf.aspx](https://www.mccneb.edu/getattachment/About-MCC-Nebraska/About-MCC/Procedures/V-4_Student_Conduct_and_Discipline.pdf.aspx).

#### **STUDENT WITHDRAWAL:**

If you cannot participate in and complete this course, you are encouraged to contact your instructor and consult an MCC advisor, counselor, or the Financial Aid Office to evaluate the consequences of dropping the class. You can officially withdraw through My Services on the MCC My Way portal at <https://myway.mccneb.edu/> or by calling Central Registration at 531-622-5231 or 1-800-228-9553. The last date to withdraw is noted in the CLASS IDENTIFICATION section of this syllabus.

#### **STUDENT CODE OF CONDUCT:**

The college has a standard code of conduct that involves consequences for specific academic and non-academic behavior that may result in a failing grade, probation, or suspension from the college. More complete information about the code of conduct is located in the Student Services portion of the online catalog (<http://www.mccneb.edu/catalog/studentinformation.asp>).

#### **ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES:**

Metropolitan Community College will provide reasonable accommodations for persons with documented qualifying disabilities. It is the student's responsibility to request accommodations from Disability Support Services (DSS) located in each Student Services Office. After students have arranged for accommodations with DSS, the student and instructor should privately discuss these accommodations. For further information, please contact DSS or visit <http://www.mccneb.edu/dss/>.

**[Other pertinent college policies are posted on the CDS website [www.mccneb.edu/cds](http://www.mccneb.edu/cds); it is suggested, but not required, that they be attached to your syllabus.]**

#### NONDISCRIMINATION AND EQUAL OPPORTUNITY STATEMENT:

Metropolitan Community College does not discriminate on the basis of race, color, national origin, religion, sex, marital status, age, disability or sexual orientation in admission or access to its programs and activities or in its treatment or hiring of employees.

### **TECHNOLOGY SUPPORT**

- If you have difficulty connecting to the Internet, call your Internet provider.
- If you need help connecting to the course from the Blackboard login page, refer to “Getting Started Online” at <http://www.mccneb.edu/elearning/orientation.asp>.
- If you are unable to solve the problem, email [BlackboardSupport@mccneb.edu](mailto:BlackboardSupport@mccneb.edu) or call 531-622-2834.

**IMPORTANT DATES** *Note: You may want to include a link Metro’s Academic Calendar at <http://www.mccneb.edu/academics/calendar.asp?Theme=2> )*

#### ADDITIONAL STUDENT INFORMATION:

National Technical Honor Society:

- Providing the highest quality recognition for outstanding students in career and technical education,
- Supplying excellent services to our diverse and multi-cultural membership and member schools,
- Providing scholarship opportunities for its members,
- Creating new and emerging relationships between the educational community and business and industry,
- Being a flexible organization on the leading edge of technology and constantly responding to change,
- Maintaining financial responsibility to meet our increasing needs,
- Sustaining growth, innovation and continuous improvement based upon ongoing evaluation.

For more information log on to [www.nths.org](http://www.nths.org)

SkillsUSA:

- SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled work force. SkillsUSA helps each student excel.
- SkillsUSA is a national nonprofit organization serving teachers and high school and college students who are preparing for careers in trade, technical and skilled service occupations, including health occupations. It was formerly known as VICA (Vocational Industrial Clubs of America).

- The SkillsUSA Championships is the showcase for the best career and technical students in the nation. Contests begin locally and continue through the state and national levels.
- This is a multi-million dollar event that occupies a space equivalent to 16 football fields. In 2009, there were more than 5,400 contestants in 91 separate events. Nearly 1,500 judges and contest organizers from labor and management will make the national event possible.
- The philosophy of the Championships is to reward students for excellence, to involve industry in directly evaluating student performance and to keep training relevant to employers' needs.

For more information log on to [www.skillsusa.org](http://www.skillsusa.org)