

Course Descriptions - Summer 2024



Basic Commercial Blueprint Reading

DFTG 1023

10 Sessions

30 Hours

Prerequisite: None required.

This course is designed for office, field and professional support staff. Topics include: Evolution of the Construction Project (The Development of the Drawings & Specifications); Background Principles (Cracking the Code); Drawing Types Used in All Categories Drawings; Reading Drawings for Information; Overview of Architectural MEP Drawings and Specifications.

Basic to Advanced Welding Skills

WLDG 1000

12 Sessions

48 Hours

This course will consist of all types of welding from basic cutting to advanced welding. The student is allowed to choose what type of welding process he or she wants to learn. The course is designed to be 99% hands on for the beginning hobbyist to the advanced welder.

Electrical Journeyman Prep

ELPT 2001

11 Sessions

48 Hours

Prerequisite (all are required): (1) At least three years experience in Electrical Trade. (2) Basic math skills with ability to solve simple algebraic equations.

This class will consist of: an intensive NEC review of Services and Service Equipment; Wiring Methods and Installation; Cabinets; Panelboards; Switchboards; Boxes and Conduit Bodies; Conductors; Motors and Generators; Utilization Equipment and Devices; Special Occupancies and Uses; Ambient Temperature and Other Conductor Derating Factors; Low Voltage Systems NEC requirements; and Hazardous locations.

Note: Students must have a copy of the 2023 NEC edition.

Electrical Master Prep

ELPT 1040

12 Sessions

52 Hours

Prerequisite (all are required): (1) At least three years experience in Electrical Trade and preferably some classroom hours. (2) Basic math skills with ability to solve simple algebraic equations.

This class will consist of: an intensive NEC review of Services and Service Equipment; Wiring Methods and Installation; Conductors; Special Occupancies and Uses; Ambient Temperature Derating; Electrical Calculations of Single Family, Multi-Family and Two Family Dwellings; and Electrical Calculations of Commercial Structures (i.e. Schools, Offices, Stores, Banks, Marinas, etc.).

Note: Students must have a copy of the 2023 NEC Edition.

English as a Second Language I

COMG 1000

16 Sessions

48 Hours

Prerequisite: None required.

This course prepares students to communicate orally in both public and work environments. Emphasis is placed on developing language functions, pronunciation, listening skills, and improving social and intercultural skills.

NOTE: Test-Out available for Level I at no extra charge.

Este curso prepara al alumno para comunicarse con confianza en situaciones sociales y en el trabajo. Se desarrollan las varias funciones del lenguaje, se mejora la pronunciación y comprensión auditiva y se practica la comunicacion social y transcultural.

Aprobación por medio de examen disponible para Nivel I sin cargo extra.

EXCEL Beginner

ITSW 1058

4 Sessions

12 Hours

Prerequisite: None required.

An introduction to using Microsoft Excel. Topics include: Data entry/editing, Creating formulas and functions, Formatting spreadsheets, Creating charts, Proofreading sheets

Introduction to Bluebeam

ITSC 1043

4 Sessions

12 Hours

This course is designed to introduce new users to the core features of Bluebeam Revu. You will learn the foundational skills necessary to organize, markup, edit and track comments in a PDF drawing set. Use Revu's measurement tools for takeoffs and estimates. Learn how to calibrate your drawing set, conduct a visual search and apply count measurements. Streamline your estimating workflow by creating custom columns to calculate material and labor costs and generate summary reports to distribute data to key project team members

PHCC Plumbing I-C

PFPB 1011

4 Sessions

40 Hours

Not available

PHCC Plumbing II-B

PFPB 2010

4 Sessions

40 Hours

Not available

PHCC Plumbing II-D

PFPB 2015

4 Sessions

40 Hours

Not available

PHCC Plumbing III-A

PFPB 2035

4 Sessions

40 Hours

Not available

PHCC Plumbing III-D

IEIR 1020

4 Sessions

40 Hours

Not available

Roofing II-B

CRPT 1041

12 Sessions

96 Hours

Prerequisite: Roofing II-A.

Course Topics: EPOM Roof Systems; Build-Up Roof Systems; Modified Bitumen Roof Systems; Liquid-Applied Roofing; and Roofing Service and Repair.

Roofing II-B

CRPT 1041

12 Sessions

96 Hours

Prerequisite: Roofing II-A.

Course Topics: EPOM Roof Systems; Build-Up Roof Systems; Modified Bitumen Roof Systems; Liquid-Applied Roofing; and Roofing Service and Repair.

STP 1 - Leadership & Motivation

BMGT 1020

6 Sessions

24 Hours

Prerequisite: None Required.

This course will describe the value of effective supervision of workers and improve the construction supervisor's ability to lead and motivate others. Topics include: The Dollar and Sense of People in Construction (The Role of the Construction Supervisor); Helping People Perform Better; Motivating and Leading Others; Positive Feedback; Training and Orienting Crew Members; Team Building; and Leadership Skills in Action.

STP 2 - Communication

BMGT 1022

6 Sessions

24 Hours

Prerequisite: None Required

The course presents a body of knowledge and skills that today's construction supervisors need in order to be effective communicators on their job site. Topics include: Effective Communication; Learning to Listen; Carrying on Conversations; Persuasion; Negotiation and Confrontation; Communicating With Your Crew; Putting It in Writing; Meetings That Work; Electronic Communication; and Improving Communication.

STP 3 - Planning & Scheduling

CNBT 1072

5 Sessions

20 Hours

Prerequisite: None Required.

This course will help construction supervisors understand ways in which planning and scheduling saves time and money, while increasing quality in the construction process. Topics include: Preparing The Project Plan; Communicating The Plan; The Critical Path; Computer Use in Scheduling; Using The Schedule on The Jobsite; Updating The Construction Schedule; The Schedule As Documentation; and Using Planning And Scheduling.

STP 4 - Contract Documents

CNBT 1073

5 Sessions

20 Hours

Prerequisite: None Required.

This course will provide information about contract documents and construction law to help supervisors recognize the roles and responsibilities of all contracted parties, develop and understand how contract documents can be helpful to solve problems and resolve conflicts, and to develop positive relationships between all parties in the construction process. Topics include: Introduction To Contract Documents and Construction Law; Creating a Positive Environment Through Partnering Contractual Relationships; Contract Forms and Documents; Managing General Conditions; Good Documentation Practice Changes; Differing Site Conditions; Time Impacts; and Negotiation of Resolutions.

STP 6 - Risk Management & Problem Solving

OSHT 1015

6 Sessions

24 Hours

Prerequisite: None Required.

This course will cover the roles and responsibilities of a construction supervisor in accident prevention and loss control. Topics include: Safety Leadership; Communication and Expectations; Planning for Site Safety; Site Safety Management; Site Security and Protection; Multi-Employer Jobsite Safety; Construction Risk Management; Safety and Human Resources; and Regulatory Procedures, Record Keeping & Documents.