



## Course Information

- **Course Number:** APR 200D
- **Course Title:** OSHA for Pre-Apprenticeship
- **CRN:** 25066
- **Credits:** 3
- **Term:** Spring 2023
- **Class Meeting Times:** Tuesday 1:00 pm - 4:15 pm; and ONLINE (see dates on course schedule)
- **Class Location:** OMIC Training Center [34001 NE Wagner Ct. Scappoose Or. 97056](#)

## Instructor Information

### Communication Guidelines

#### Best Way to Contact Me

In addition to our face-to-face meetings in the classroom, the best way to communicate with me is email. You can send email to me (or classmates) via the Classlist link in the Navigation bar. Please note that to view sent emails and any replies, you must go to your PCC email account.

**You must include a relevant subject in the "Subject:" or "RE:" section of your e-mail.** The subject must include the class you are taking, your name, and the topic of your message.

Example email subject line: APR 160-**Question-Jane Ross**

If your question or comment would be of interest to other students, please post it to the Discussions area. This way other participants can help answer questions, and all participants will benefit from the answers. Please refer to the information on "netiquette" in the introductory module for guidelines governing the content of written communications. Your first communication assignment is to introduce yourself in the discussion topic "Introductions."

- **Instructor: Johnathan Brown**
- **Email:** Click on my name in the Classlist in the navbar above, or email me directly at: [Johnathan.brown@pcc.edu](mailto:Johnathan.brown@pcc.edu)
- **Pronouns:** he/him/his
- **Phone:** 971-722-5650 or 503-369-2565 (Department of Apprenticeship & Trades)
- **Office Location:** Virtual Office
- **Office Hours:** By appointment only
- **School Address:** OMIC Training Center [34001 NE Wagner Ct Scappoose Or 97056](#)

## Response from Instructor

I will be checking email daily on weekdays after 6 pm. Email sent on weekdays will be answered within 24 hours. Email sent over the weekend will be answered the following Monday. If you contact me by email but don't provide a clear subject, you should expect a delay or no response.

## Course Overview

### Course Description

Covers the content of the OSHA 30-hour General Industry Outreach Training course as a comprehensive safety program. Provides complete information on OSHA compliance issues.

## Learning Outcomes

- Identify major hazards in a general industry setting.
- Describe types of hazards in a general industry setting.
- Identify how to protect oneself from major hazards in a general industry setting.
- Evaluate employer requirements that protect workers from general industry hazards against OSHA standards.
- \*Apply OSHA practices in relationship to the specific trade (\*required statewide outcome).

For more information, please go to the **Course Content and Outcome Guide** for this course at: [www.pcc.edu/ccog](http://www.pcc.edu/ccog)

## Instructional Materials

### Textbook(s)

- **REQUIRED: I will provide all instructional material.**

Text books and materials for our class are available through the PCC Cascade Campus bookstore. <https://www.pcc.edu/resources/bookstore/>

### Software/ Hardware / Equipment / Technical skill expectations

- Microsoft Office or equivalent (Google Docs, iWork, etc). You must be able to save files as doc, docx, rtf, or pdf format.
- Calculator
- Firefox, Chrome, or Safari browser
- You must be able to work with documents and upload to Assignments in D2L. [Directions to use Google Drive in Brightspace.](#)

- The [technical requirements](#) for most online classes include access to a computer with a modern operating system and a [supported web browser](#)

## Course Format

### Modular Design

This course uses a modular design.

Each week, students should complete all readings and assignments, and be ready to discuss. **The content can be disturbing to some. In the classroom it is expected to communicate to me if your bothered by the content. I will make adjustments. If need to excuse yourself from the class temporarily as not to disrupt the classroom setting.**

Due dates for each week's assignments will be the begging of the class each week.

### Participation Expectations and Weekly Timeline

**In a week when class meets in-person, you are expected to:**

1. Complete all assigned readings BEFORE class
2. Complete your weekly practical exercises BEFORE class
3. Attend class in person with any completed assigned homework ready to participate

# Graded Assignments

For general information about grading policies at PCC, please refer to the [PCC Grading Guidelines](#).

Letter grades will be assigned for this class. Attendance (online AND in-person) is critical to success in this class.

**PLEASE NOTE: For every two sessions (online AND in person) you miss over the course of the term, your grade will be dropped by one letter grade.**

## Practical Exercise

For in-person classes this will usually take the form of a handout with questions to answer from your text. You will be expected to complete this homework and bring it with you to class. Each of these practical exercise assignments will be posted in the module for the week they are due.

For online weeks the Practical Exercise will usually be a variety of online content relevant to the topic. These may include stand alone videos or Amatro courses that contain videos, animations, embedded assessments and use of simulators. Each Amatro course will also include quizzes that you must pass with an 80% or better to continue. In online weeks the Practical Exercise will require a minimum 2-3 hours of time.

## Exams

This course will have a midterm and a final exam. Both exams will be administered Via Zoom Room.

## Late Work & Make-up Policy

Late work may be accepted on a case-by case basis with prior permission from the instructor. No work may be turned in more than one week late. This policy is fluid and subject to change. You must attend every weeks class to achieve your OSHA 30 card.

## Overall Grade Breakdown

| Activities                                  | Number | Points each   | Total |
|---|--------|---|-------|
| <b>ONLINE<br/>Practical<br/>Exercise</b>    | 4      | Credit given upon completion<br><br>Required for attendance & participation grade | 4     |
| <b>IN PERSON<br/>Practical<br/>Exercise</b> | 4      | Credit given upon completion  | 4     |
| <b>Reflection<br/>Questions</b>             | 4      | 3   | 12    |

|                      |   |    |            |
|----------------------|---|----|------------|
| <b>Lab Project</b>   | 1 | 10 | 10         |
| <b>Mid Term Exam</b> | 1 | 30 | 30         |
| <b>Final Exam</b>    | 1 | 40 | 40         |
| <b>Total</b>         |   |    | <b>100</b> |

## Grading Scale:

| <b>Letter Grade</b> | <b>Grading Scale by Points</b> | <b>Grading Scale by Percentage</b> |
|---------------------|--------------------------------|------------------------------------|
| <b>A</b>            | 4                              | A (90% - 100%)                     |
| <b>B</b>            | 3                              | B (80% - 89%)                      |
| <b>C</b>            | 2                              | C (70%-79%)                        |
| <b>D</b>            | 1                              | D (60%-69%)                        |
| <b>F</b>            | 0                              | F (50% or below)                   |

## PCC Policies and Deadlines

It is the student's responsibility to add, drop, or withdraw from a class.

Please review [PCC Registration Policy](#) for more information.

### Add and Drop Deadlines

- Students need to register online via MyPCC. Please review [Online Registration Instructions](#) to find out how.
- For 8-12 week classes, students need to drop by the end of the first week of classes Tuesday September 29 at 10:00pm.

Students can view course specific deadlines from the MyPCC Home tab, 'View My Drop & Withdraw Dates' link.

- For late add, students must add within two business days of the course drop deadline.

## **Payment Deadlines**

Payment is due two Mondays before the first day of term. Students who register after the payment deadline must make the same day payment arrangements. You can see your balance or access your bill online in the MyPCC Paying for College tab. Please review [PCC Payment Policy](#) for more information.

## **Academic Integrity (rules about cheating, plagiarism, or sharing work)**

Students are required to complete this course in accordance with the Student Rights and Responsibilities Handbook. Cheating includes any attempt to defraud, deceive, or mislead the instructor in arriving at an honest grade assessment, and may include copying answers from other students or using unauthorized notes during tests. Plagiarism is a particular form of cheating that involves presenting as one's own the ideas or work of another, and may include using other people's ideas without proper attribution and submitting another person's work as one's own. Dishonest activities such as cheating on exams and submitting or copying work done by others will result in disciplinary actions including but not limited to receiving a failing grade. For further information, review the institution's [Academic Integrity Policy](#).

## **Student Rights and Responsibilities Handbook:**



Students are required to comply with the policies contained in the [Student Rights and Responsibilities Handbook](#). The Handbook includes the Code of Student Conduct and the Academic Integrity Policy.

## **Internet Etiquette (or Netiquette)**

[Click here for more information about Netiquette.](#)

## **Special Accommodations**

PCC is committed to supporting all students. If you plan to use academic accommodations for this course, please contact your instructor as soon as possible to discuss your needs. Accommodations are not retroactive; they begin when the instructor receives the “Approved Academic Accommodations” letter from you (submitted in person for courses on campus; via email for Distance Learning courses). To request academic accommodations for a disability, please contact a disability services counselor on any PCC campus. Office locations, phone numbers, and additional information may be located on the [Disability Services website](#).

Portions of this class used in online modules are not accessible for students with visual impairments or some upper body mobility limitations. An alternative accommodations plan is in place for these students.

## **Title IX/ Non-Discrimination**

Portland Community College is committed to creating and fostering a learning and working environment based on open communication and mutual respect. If you believe you have encountered sexual harassment, sexual misconduct, sexual assault, or discrimination based on race, color, religion, age, national origin, veteran status, sex, sexual orientation, gender

identity, or disability please contact the Office of Equity and Inclusion at (971) 722-5840 or [equity.inclusion@pcc.edu](mailto:equity.inclusion@pcc.edu).

## **Sanctuary College**

PCC is a sanctuary college. Find out more on our [resources for undocumented students page](#).

## **Flexibility**

The instructor reserves the right to modify course content and/or substitute assignments and learning activities in response to institutional, weather or class situations.

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