Skill Development for Your Organization

**FALL 2015**

**Skill Development**

**New Beginnings: Supervisor Leadership Fast Track**
Start your supervisors on the right track to maximize their potential for success. This course is designed for new supervisors or line leaders with one year or less in their role. From learning how to supervise former peers to building stronger communication and conflict resolution skills, this 3-part course will help in developing leadership skills in your supervisors. Materials included.

**Tuesdays, September 22, September 29, and October 6, 2015,**
1 – 5 p.m., Piqua Campus.
Course number: YHR 408B 701FS 2015FS

**OR**

**Thursdays, October 29, November 5, and November 12, 2015,**
1 – 5 pm, Piqua Campus.
Course number: YHR 408B 702FS 2015FS

**Fee: $375**

**PROJECT MANAGEMENT**
This academic course offers a solid foundation in the rationale, tools, and techniques for best practices in project management. You will learn skills through lecture, discussion, case study exercises, and practical application to your own current real-life projects. This course can help you use consistent project management processes so you can bring projects in on time, on budget, and with the desired performance results.

**Fridays, October 19 – December 12, 2015,**
8 -10:45 am, Piqua Campus.
Course number: MGT 223S 251FL

**Fee: $621.86**

(includes all books and materials. Additional text required if you have not taken CIT110)

**Saturdays, October 24 – November 11, 2015,**
8 am – 5 pm, Piqua Campus.
Course number: MGT 223S C01FC

**Fee: $621.89**

(includes all books and materials. Additional text required if you have not taken CIT110)

**Next Steps: Supervisor Leadership Advanced**
Improve and increase the interaction skills of your supervisors with our advanced course for more experienced leaders. This course teaches tools and techniques to address communication and advanced coaching skills as well as raising leaders’ awareness of differences among people and situations and how to adapt their approach to create higher levels of involvement in their employees. Materials included.

**Tuesdays, October 20, October 27, and November 3, 2015,**
1 – 5 pm, Piqua Campus.
Course number: YHR 410B 701FS 2015FS

**Fee: $375**

**Technical Training**

**CNC MACHINING TRAINING**
Become certified in basic skills in the high growth field of CNC machining. This course blends online learning (approximately 60 hours) with hands-on labs (40 hours) using our successful Tech Online learning model. Jointly developed with industry input, this convenient, cost-effective, consistent, and competency-based course will provide an effective and enjoyable learning experience. Labs are limited in size so you can get plenty of personal attention from the lab instructor.

**Oct. 19, 2015 – Apr. 19, 2015.** Online, Labs at Piqua Campus
YTT 669B 701FS 2015FS

**Fee: $1,795**

For more information or to register, contact: Peggy Wiggins at (937) 778-7816 or pwiggins@edisonohio.edu.

**TECH ONLINE**
These courses are a blend of online learning and hands-on validation. Each course is comprised of approximately ten (10) hours of online instruction, which the student is able to receive at their own pace and convenience. When the online portion is completed, students proceed to a scheduled hands-on evaluation in a lab setting from an experienced instructor, to validate and reinforce the online learning experience.

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**SHOP PRACTICES & MEASUREMENTS**
For students with limited exposure to a manufacturing environment. Online classes include: Math Fundamentals, Fractions & Decimals, and Units of Measurement; Basics of Tolerance; Basic Measurement; Blueprint Reading; Geometry Lines & Angles and Triangles; Intro to Geometric Dimension & Tolerancing; and Calibration Fundamentals. Online, Labs at Piqua Main Campus
YTT 660B 701FS 2015FS  
Fee: $695

**MECHANICAL SYSTEMS**
Bearings, belts, gears, fasteners, lubrication. For students with a limited exposure to manufacturing. Online classes include: Intro to Mechanical Systems; Forces of Machines; Power Transmission Components; Intro to Fastener Threads; Overview of Threaded Fasteners; Overview of Non-Threaded Fasteners; Lubricant Fundamentals; Mechanical Power Variables; Bearing Applications; and Gear Applications. Online, Labs at Piqua Main Campus
YTT 661B 701FS 2015FS  
Fee: $695

**HYDRAULICS & PNEUMATICS**
Hydraulics and pneumatics as they relate to the operation of mechanical systems; principals, pumps, motors, valves, cylinders and actuators, pressure control, diagrams. Online classes include: Intro to Fluid Systems; Intro to Forces of Fluid Power; Intro to Hydraulic Components; Intro to Pneumatic Components; Hydraulic Power Variables; Pneumatic Power Variables; Hydraulic Control Valves; Pneumatic Control Valves; Fluid System Print Reading; and Actuator Applications. Online, Labs at Piqua Main Campus
YTT 662B 701FS 2015FS  
Fee: $695

**INDUSTRIAL CONTROLS**
Electrical devices used in industrial applications; basic theory, relays, contactors, solenoids, motors, electrical diagrams. Online classes include: Electrical Units; Intro to Circuits; Series Circuit Calculations; Parallel Circuit Calculations; AC Fundamentals; Electrical Print Reading; Intro to Electric Motors; Logic & Line Diagrams; Solenoids; Contactors & Motor Starters. Online, Labs at Piqua Main Campus
YTT 663B 701FS 2015FS  
Fee: $695

**PROGRAMMABLE LOGIC CONTROLLERS (PLCs)**
Principles and applications of Programmable Logic Controllers; hardware, ladder logic. Online classes include: Intro to PLCs; Hardware for PLCs; Basics of Ladder Logic; Numbering Systems & Codes; PLC Inputs & Outputs; Basic Programming; PLC Timers & Counters; Networking for PLCs; PLC Diagrams & Programs; and PLC Installation Practices. Online, Labs at Piqua Main Campus
YTT 664B 701FS 2015FS  
Fee: $695

**ADVANCED PROGRAMMABLE LOGIC CONTROLLERS (PLCs)**
Prerequisite: Programmable Logic Controllers. Online courses include: Overview of PLC Registers, PLC Program Control Instructions; Math for PLCs, Sequence Instructions for PLCs; PID for PLCs; Data Manipulation; Shift Registers; Limit Switches and Proximity Sensors; Photoelectric and Ultrasonic Devices; Vision Systems. Online, Labs at Piqua Main Campus
YTT 665B 701FS 2015FS  
Fee: $695

**MAINTENANCE BASICS**
Online classes include: Intro to OSHA; Personal Protective Equipment; Lockout/Tagout Procedures; Safety for Lifting Devices; Safety for Mechanical Work; Safety for Hydraulics & Pneumatics; Troubleshooting: Identifying Problems; Troubleshooting: Understanding Causes & Effects; Troubleshooting: Taking Corrective Actions; and Total Productive Maintenance Overview. Online, Labs at Piqua Main Campus
YTT 666B 701FS 2015FS  
Fee: $695

**ROBOTICS**
Online classes include: Intro to Robotics; Robot Safety; Robot Components; End Effectors; Applications for Robots; Robot Axes; Robot Sensors; Robot Troubleshooting; Robot Maintenance; Robot Installations. Online, Labs at Piqua Main Campus
YTT 667B 701FS 2015FS  
Fee: $695

**LEAN MANUFACTURING**
Online courses include: Lean Manufacturing Overview; Intro to Supply Chain Management; 5S Overview; Cell Design & Pull Systems; Metrics for Lean; Process Flow Charting; Strategies for Setup Reduction; Conducting Kaizen Events; Value Stream Mapping; Total Productive Maintenance. Online, Labs at Piqua Main Campus
YTT 668B 701FS 2015FS  
Fee: $695