



COURSE DESCRIPTIONS

This list includes all courses administered through +Connect since 2016. Please note that any trainings can run through the +Connect model, even if they have not run before or are not manufacturing-based.

Manufacturing Processes and Production (CMAE 1518)

Emphasizes Just-In-Time (JIT) manufacturing principles, basic supply chain management, communication skills, and customer service. This course is designed to align with the Manufacturing Skill Standards Council's (MSSC) assessment and certification system for Manufacturing Processes.

Maintenance Awareness (CMAE 1526)

Introduces the concepts of Total Productive Maintenance (TPM) and preventive maintenance. Students are introduced to lubrication, electricity, hydraulics, pneumatics, and power transmission systems. This course is designed to align with the Manufacturing Skill Standards Council's (MSSC) assessment and certification system for Maintenance Awareness.

Safety Awareness (CMAE 1514)

Introduction of OSHA standards relating to personal protective equipment, HAZMAT, tool safety, confined spaces and others. The course curriculum is based upon federally-endorsed national standards for production workers. The course curriculum is based upon federally-endorsed national standards for production workers. This course is designed to align with the Manufacturing Skill Standards Council's (MSSC) assessment and certification system for Safety.

Quality Practices (CMAE 1522)

Introduction to quality, including emphasis on corrective actions, preventative actions, control of documents, control of quality records, internal auditing of processes and control of non-conforming product. This course is designed to align with the Manufacturing Skill Standards Council's (MSSC) assessment and certification system for Quality Practices.

Career Success Skills (CMAE 1528)

Students will be introduced to skills that will help them succeed in the workplace, including communication skills, productivity, teamwork, conflict resolution, and critical thinking. Students will be able to identify professional skills, learn how to assess their abilities, and identify ways to improve.

Print Reading (CMAE 1510)

Basic skills and abilities required for understanding prints utilized in a manufacturing environment will be gained. Emphasis will be on interpretation of Geometric Dimensioning and Tolerancing symbols/principles, alphabet of lines, multi-view drawing (including orthographic projection, isometric views and perspective drawing), title blocks, revision systems, identification of general/local notes, dimensions and tolerances, basic principles of math/geometry in relation to mechanical print reading, interpretation of basic weld symbols, techniques of basic shop sketching and interpretation of three-dimensional drawings.

Introduction to Computers (CMAE 1506)

Provides essential, hands-on coverage of Microsoft Office suite programs, including Word, Excel, Access, PowerPoint, etc.



Technical Math (CMAE 1502)

The primary goal of this course is to help individuals acquire a solid foundation in the basic skills of math, shop algebra and geometry. Math instruction to include fundamentals of math, fractions and decimals, units of measure, lines and angles, triangles, shop geometry, circles and polygons, shop algebra and the Pythagorean Theorem. Accuplacer testing is required prior to the course start date for students taking the course for credit.

Geometric Dimensioning & Tolerancing (CMAE 1542)

Students will engage in learning how to read prints with Geometric Dimensioning and Tolerancing applications. Each of the geometric controls will be examined so the student may determine the allowable variation in form and size between part features.

Interpreting Symbols (CMAE 1560)

The welding profession requires a good working knowledge of the fundamental component of welding prints that make up structures in the welding industry. To accurately layout and fabricate parts, the welder will need basic knowledge of print lines, dimensions, notes and welding symbols. Students will breakdown welding prints to develop the skills necessary to fabricate individual component parts that will make-up welded structures.

Practical Leadership Skills for Supervisors

This class is designed for individuals that have been promoted within their company or looking to refresh their supervisor skills. This course will help you to deal with conflict by examining the underlying interests of team members and to create or negotiate a win/win resolution. Expect that this course will teach you the skills to work in a cooperative manner with your staff in the new role as their supervisor. A variety of approaches may be used to build the dynamics for the “new team”.

Fundamentals of Auditing

Provides foundational understanding of how to audit a Quality Management System (QMS) based on ISO 9001:2015 guidelines. All companies currently registered to ISO 9001:2008 will have until September 2018 to re-register to the new standard. This course can aid companies in the process.

Intro to Office 365

Familiarizes the user with the general functionality and user interface changes from the traditional Microsoft Office application. Students will understand the importance of cloud services and how OneDrive plays a pivotal role in file and data access through Office 365. Single session course.

Basic & Intermediate Microsoft Excel

This course is for anyone looking to gain an advantage in the workplace through applicable knowledge of an industry standard software. The first week of the course will introduce participants to the basics of Microsoft Excel, and the second week will move into intermediate training and teach participants how to work with functions, perform intermediate calculations, create charts and graphics, and create and use pivot tables.

From Line to Leadership: Skills for New Supervisors

This course is built on solid leadership/supervisory best practices. Participants will engage in activities to help transition from co-worker into supervisor. The open discussion format and content-related exercises are an excellent way to understand how to engage in supervisory best practices.

Microsoft Access

This course emphasizes concepts and theories which underlie database management systems. Topics include designing a database structure, data entry, editing, arranging, and retrieval along with report and query creation and generation.

Employee Life Skills for Industry Success

Research shows that healthy individuals are better workers because they have more energy, take less sick days, and have a more positive attitude. In addition, they are clear communicators, better managers, and able to solve problems with less conflict. This training includes 8 sessions that focus on the important life skills that every successful employee needs. Emphasizing these skills not only creates a more effective workforce, but also increases retention and contributes to organizational and industry success. Each session will include reflective questions and give individuals time to consider these significant but often forgotten life skills.