

COURSE SYLLABUS

WLDG 1307 (3:3:0) / WLDG 1007

Introduction to Welding Using Multiple Processes
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Welding Technology Program

Industrial Technology Department

Technical Division

Levelland Campus

SOUTH PLAINS COLLEGE

Fall 2025

COURSE SYLLABUS

COURSE TITLE: WLDG 1307 Introduction to Welding Using Multiple Processes

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OFFICE HOURS: Posted on instructor's office door.

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

I. GENERAL COURSE INFORMATION:

- A. **Course Description:** Basic welding techniques using some of the following processes: Oxy-fuel welding (OFW) and cutting, shielded metal arc welding (SMAW), gas metal arc welding (GMAW), flux cored arc welding (FCAW), and gas tungsten arc welding (GTAW).
- B. **End-of- Course Outcomes:** Demonstrate machine set-up and complete welds and cutting operations; demonstrate basic shop safety; identify types of consumables used in welding processes; identify various welding and cutting practices; and demonstrate proper joint preparation techniques.
- C. **Course Competencies:**
 - 1. The student will demonstrate proficiency in oxy-fuel welding, and cutting. The student will achieve a minimum performance rating of "3" when demonstrating these skills
 - 2. The student will demonstrate proficiency in shielded metal arc, gas metal arc, and gas tungsten arc welding. The student will achieve a minimum performance rating of "3" when demonstrating these skills.
- D. **Academic Integrity:** It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.
Cheating: Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or

from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length as well as to final examinations, to daily reports and to term papers.

Plagiarism: Offering the work of another as one's own, without proper acknowledgement, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

E. **SCANS and Foundation Skills:**

Appropriate competencies and foundation skills set forth by the Secretary's Commission on Achieving Necessary Skills (SCANS) have been integrated into the Welding Technology program. For this course they are;

C 1,3,5,6,7,12,13,14,15,16,17,19,20 and F 1,2,3,5,12,13,14,15,16.

II. **SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:**

A. **Textbook:** No text required

B. **Tools:** Students enrolled in this course are required to furnish their own personal tools. The instructor will provide the student with a list of the required tools

C. **Lockers:** Students will be provided a locker, it is the student's responsibility to acquire a lock for it. It is also the student's responsibility to lock their tools up. The Welding Technology Program will NOT be responsible for lost or stolen items.

D. **South Plains College Attendance Policy**

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance

requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of “X” or “F” as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student’s responsibility to be aware of that policy.

It is the student’s responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Absence for Military Service

In accordance with Texas Education Code Section 51.9111, a student is excused from attending classes or engaging in other required activities, including exams, if he or she is called to active military service of a reasonably brief duration. The maximum time for which the student may be excused has been defined by the Texas Higher Education Coordinating Board as “no more than 25 percent of the total number of class meetings or the contact hour equivalent (not including the final examination period) for the specific course or courses in which the student is currently enrolled at the beginning of the period of active military service.” The student will be allowed a reasonable time after the absence to complete assignments and take exams.

Religious Holy Days

In accordance with Texas Education Code Section 51.911, South Plains College will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within seven (7) calendar days after the absence. Students are required to file a written notification of absence with each instructor within the first fifteen (15) days of the semester in which the absence will occur. Forms for this purpose are available in the Dean of Students Office along with instructions and procedures. “Religious holy days” means a holy day observed by a religion whose place of worship is exempt from property taxation under Texas Tax Code Section 11.20.

- E. The following attendance guidelines have been established for the Welding Technology program:

Excessive absences are a serious problem, and as a part of technical training good attendance habits are necessary. Positive steps will be taken in this program to develop these habits. The employer demands good work habits, and in order for the student to learn good work habits our attendance policy will require punctual and regular attendance.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. The student must provide documentation for this type of an absence. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Unexcused absences cannot be made up.

1. **Absent** from class is defined as "not present and ready to participate during scheduled lecture or lab times."
2. **Tardy** is defined as "not present at the designated starting time of the lecture or lab." **Three tardies will equal one absence and will be treated the same as any absence.**
3. The student and the Retention Specialist will be notified when the student reaches one (1) unexcused absence. The Retention Specialist will notify the student that counseling assistance is available and the student will be advised that regular attendance is necessary for success in the program. When the student reaches three (3) unexcused absences in this class, he/she will be administratively dropped from the class.
4. Five (5) points will be deducted from the student's final grade for each absence.

F. **Assignment Policy:**

All required work must be in on time in order that the student may benefit from the corrections and study for future examinations. Assigned outside work is due **ON THE CLASS PERIOD ASSIGNED**; work turned in later than the due date will NOT be accepted unless the instructor clears the circumstance with the student. Regardless of the circumstance, late work may be assessed penalty points (for grading purposes) by the instructor; this subject will be a matter of instructor discretion.

Testing Policy:

Students that are late for any scheduled test will automatically be assessed a 10 point penalty; students that are absent for a test will be assessed a 20 point penalty. Should a student be absent from any scheduled test, it is the responsibility of the student to reschedule the test within one week with the approval of the instructor.

SPC Tutors: Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the tutoring schedule, and view tutoring locations.

<http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

G. Grading Policy:

1. Lecture: Written examinations, worksheets, homework, etc. will be graded on a percentage basis, with a grade of 70% being the minimum acceptable performance standard

2. Lab: All lab work will be graded on a 5, 4, 3, 2, 1 basis with 5 being the highest score and 1 being the lowest score. The student must attain a score of 3 in order to progress to the next competency. An explanation of this system is as follows:

- 5 - Superior mastery of competency
- 4 - Better than average mastery of competency
- 3 - Minimum acceptable performance
- 2 - Below average mastery of competency
- 1 - Inadequate mastery of competency

3. Calculation of Final Grade: The student's final grade for the course will be calculated in the following manner;

Lab grade = 80% of final grade

Tests and assignments grade = 20% of final grade

Tests = 80% of Tests and assignments grade

Assignments = 20% of Tests and assignments grade

H. Special Requirements:

- Students shall dress properly for the work environment. (No shorts, sandals, tennis shoes, or baggie clothing).
- Students in the Welding Technology program will be required to follow all safety rules and procedures while in the Welding Technology facility.
- Students must complete a comprehensive welding safety orientation, score a minimum of 100% on a written welding shop safety examination, and successfully complete a hands-on practical shop safety test prior to continuing any other Welding Technology course requirements. Students will be given 3 attempts to successfully complete each.
- Students are required to wear eye and hearing protection at all times in the welding lab and other work areas.
- No cell phones or any other type of electronic communication device are allowed to be used in the classroom.

III. COURSE OUTLINE

- a. Safety in welding
- b. Oxy-fuel cutting
- c. Plasma cutting
- d. Shielded metal arc welding
- e. Gas metal arc welding

- f. Oxy-fuel welding
- g. Gas tungsten arc welding

IV. Students can find statements for:

Intellectual Exchange, Disabilities, Non-Discrimination, Title IX Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, and Campus Concealed Carry at [Syllabus Statements \(southplainscollege.edu\)](https://southplainscollege.edu/syllabus-statements)”