

WRRF / SAN JOSE CITY COLLEGE MACHINING CLASS

INSTRUCTIONS & BACKGROUND FOR APPLICATION

WRRF is working with San Jose City College to offer WRRF member teams without in-house machining capabilities a very unique opportunity to have a machine shop available to them for fabrication of parts during the build period. Along with access to a machine shop during the build-period, participants will be trained in the proper use of machines, such as mills and lathes, commonly used in the fabrication of mechanical parts. Participants in this program who successfully complete the requirements of the program will earn 2 college-level credits in Machine Technology.

To apply for participation in this program, please fill out the three attached pages, and submit them to WRRF at the address below. You will be notified by e-mail no later than Dec. 22 if you have been accepted into the program. You will be instructed at that time on how to enroll for the class at San Jose City College.

Here are the general parameters of the program.

1. Registration will be on a first-come, first-served basis.

DEADLINE FOR APPLICATION is Dec. 15, 2003
WE MUST HAVE YOUR APPLICATION BY THE DEADLINE

Completed applications should be sent to:

WRRF
P.O. Box 450
Moffett Field, CA 94035
Attn: SJCC Machining Class

2. The program is open to a maximum of 15 students.
3. The program is open ONLY to teams/schools who are members of WRRF.
4. The program will prefer students of teams with no machining facilities at their school.
5. We will try to spread the benefit to as many different schools as possible.
We will take multiple people from the same school only if we have any remaining spaces.
6. You will be trained on, and certified to use, at least one machine in the shop (mill, lathe, etc...) during the class.
7. Once you have successfully completed your training, and safety certification, you will be allowed to use machines on which you are certified for fabrication of parts for your robot for the competition. You will cooperate with others to make parts for your robot, and theirs.
8. Attendance is REQUIRED. If you don't show, you get no credit, and will not have access to the shop.
You MUST BE ABLE to get to class reliably. No excuses.
9. You will be enrolling as a student at SJCC for TWO UNITS of SJCC credit for this class.
You must pay tuition to SJCC. The cost is \$18 per unit.
10. SCHEDULE for the class will be Tues. AND Thurs. 6:00 PM - 9:00 PM. The class will run Jan. 6 - Feb. 19, 2004
Some Saturday open shop time TBA with the group
11. LOCATION for the class will be San Jose City College Machine Shop (near Bascom & 280)
12. QUESTIONS about the class can be directed to: SJCC2004@wrrf.org

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APPLICATION FOR PARTICIPATION

- 1) School Name / Team: _____
- 2) Name of Student: _____
- 3) E-Mail address: _____
- 4) Phone #: _____ Alternate Phone #: _____
- 5) Please describe your current fabrication experience:
- _____
- _____
- 6) Please describe the facilities your team currently has for machining and fabrication:
- _____
- _____
- 7) Please describe what you hope to gain by taking the class.
- _____
- _____
- _____
- 8) As the student participant, I agree to abide by all rules and regulations of San Jose City College (SJCC). I understand I am signing up for a TWO (2) credit course at SJCC. By signing below I agree to participate in the course and satisfy the objectives set forth on the "Worksheet For Learning Performance Objectives". I understand that am responsible for getting myself to class on Tuesday and Thursday, 6:00 - 9:00 PM.

Student Signature: _____ Date: _____

- 9) As the parent/guardian of the above named student, I understand that my student is applying for a course in machining at San Jose City College (SJCC). I understand that my student will receive TWO (2) units of credit from SJCC. I understand that the class will be held Tuesday & Thursday, 6:00 - 9:00 PM, Jan. 6 - Feb. 19, 2003. I understand that my student will be using machinery (Milling machines, Lathes, and other powered machines) which could cause them serious bodily injury, as a part of this class. I understand that this class is being taught by a SJCC faculty member who is certified to teach machine technology, and currently does this professionally.

By my signature, I hereby grant my son/daughter permission to attend this machining class:

Parent/Guardian Signature: _____ Date: _____

- 10) As the coach/mentor for the student and team/school named above. I endorse this student to attend this machining class. I understand that all raw materials and any specialized bits or tools required to fabricate parts to be used by the team must be supplied by the team. I understand San Jose City College WILL NOT provide raw materials, or specialized tools or bits. I approve of this student to attend the machining class, understanding that some meetings of the class may conflict with other team activities, and agree to excuse the student from these activities in order to participate in the machining class.

Teacher/Mentor Signature: _____ Date: _____

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WORKSHEET FOR LEARNING PERFORMANCE OBJECTIVES

OBJECTIVE #1

Target date for completion of Objective #1 Feb. 19, 2003

- 1) What are you attempting to accomplish (objective goal)?
 - a. Safely operate at least one machine in the shop (Mill, Lathe, etc...)
- 2) How are you going to accomplish Objective #1? List steps necessary to complete the objective, using action verbs/words.
 - a. Receive instruction on proper use of machines in shop from instructor
 - b. Familiarization with all controls and features of the machine
 - c. Practice using the machine to show proficiency to the instructor
 - d. Taking of written shop safety test
- 3) What are the means by which objective results will be measured?
 - a. Demonstration of competency to the satisfaction of instructor
 - b. Passing grade on written shop safety test

OBJECTIVE #2

Target date for completion of Objective #2 Feb. 19, 2003

- 1) What are you attempting to accomplish (objective goal)?
 - a. Successfully machine one component for robot
- 2) How are you going to accomplish Objective #2? List steps necessary to complete the objective, using action verbs/words.
 - a. Provide properly dimensioned drawings of component design
 - b. Cooperatively manufacture component with others having different machine skills
 - c. _____
 - d. _____
- 3) What are the means by which objective results will be measured?
 - a. Successful integration of component into robot
 - b. _____

OBJECTIVE #3

Target date for completion of Objective #3 Feb. 19, 2003

- 1) What are you attempting to accomplish (objective goal)?
 - a. _____
- 2) How are you going to accomplish Objective #3? List steps necessary to complete the objective, using action verbs/words.
 - a. _____
 - b. _____
 - c. _____
 - d. _____
- 3) What are the means by which objective results will be measured?
 - a. _____
 - b. _____

Student Initial _____

Faculty Initial _____

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DIRECTED STUDY 98 LEARNING CONTRACT

Student Name (Print/Type) Rod Broome SJCC Student ID No. _____ Semester Yr. Mid-term 2004 Section Number _____
Supervising Faculty (Print Type) Rod Broome Location of Learning Activity SJCC Machine Shop

- 1 Each semester that a student is enrolled in a Directed Study section, it is necessary to identify new learning objectives. Objectives should be specific, measurable, and within the student's ability to accomplish. Method of evaluation and standard of performance must also be clearly stated.
- 2 Once objective have been formulated with the student, they must be reviewed and approved by the supervising instructor and the Division Dean at the beginning of the academic term.
- 3 Before the end of the academic term, the supervising instructor will discuss the progress made on the objectives with the student and will assign a grade (or CR/NC). From this rating and other required course work, the college will determine the overall academic credit the student will receive.
- 4 Student Learning Objectives - See attached set of learning objectives.
- 5 We agree with the validity of the learning objectives, learning activities, and evaluation criteria listed above. The supervising instructor agrees to provide the necessary supervision and counseling to ensure that the student receives appropriate educational benefit under the control of the San Jose/Evergreen community college District.
- 6 Approximate number of hours required to complete project 96 Total Hours

Units being attempted TWO (2)

Note: A minimum of 48 hours per 1 unit (equate with 1 hour lecture and 2 hour homework)

_____ Student Signature / Date	_____ Faculty Member Signature / Date
_____ Division Dean Signature / Date	

- 7 Supervising Faculty/Student meetings:

Date	Instructor's Initials	Amount of time spent with student
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Units/Grade Awarded: _____ Faculty Initials: _____ Date: _____

NOTE: AT END OF SEMESTER, SUBMIT COMPLETED DS 98 FORMS, ALONG WITH ALL STUDENT WORK, TO DIVISION DEAN FOR FILING.