



**Course Syllabus
SEMESTER
School of STEM**

<i>Course Name:</i>	Preventive Maintenance
<i>Course & Section Number:</i>	DSL 182-XXX
<i>Meeting Day(s) & Time(s):</i>	
<i>Credits:</i>	2
<i>Contact Hours:</i>	4
<i>Text:</i>	Preventive Maintenance FM016108NC
<i>Instructor's Name:*</i>	
<i>Office Hours & Location:</i>	
<i>OCC Phone:</i>	
<i>OCC Email:**</i>	
<i>Additional Contact Information:</i>	

Catalog description:

Provides preventive maintenance procedures and record keeping experience and familiarizes the student with diesel-powered equipment. Additional instruction includes safety, lubrication, service operation and minor adjustments.

Prerequisite/Corequisites: None

Course Materials:

State the name of the text, course materials, and all required readings.

John Deere Preventive Maintenance Book FM016108NC, pen, pencil, paper, Computer/laptop, clear safety glasses, torch tinted safety glasses, ability to print, John Deere uniform, access to internet outside the class room.

What You Will Learn in the Course

Course Objectives:

Course will...

Student Learning Outcomes:

Students will:

Outcome	Where Assessed
Complete a tractor inspection	Complete a detailed inspection sheet. Quizzes and Test complete lab sheets
Complete a Tap & Die Plate	Follow directions to drill, tap, and layout plate per instructions
Demonstrate correct shop safety and maintenance	Safety observed in class

Technology, Lab, and File Requirements:

John Deere Preventive Maintenance Book FM016108NC, pen, pencil, paper, Computer/laptop, clear safety glasses, torch tinted safety glasses, ability to print, John Deere uniform, access to internet outside the class room.

Academic Support

Disability Services Resource Center: If you have a disability or acquire one, you may be entitled to receive reasonable accommodations intended to assure you an equal opportunity to participate in and benefit from the program. To receive more information or to register for accommodations, please contact the Disability Resource Center at 567-661-7007, email disability@owens.edu, visit <https://www.owens.edu/disability/>, or stop by College Hall 124.

Tutoring Services: Owens Community College offers academic tutoring and assistance in a variety of subjects including: accounting, computing, economics, mathematics, science, and writing. For more information go to: <https://www.owens.edu/successcenters/>.

Counseling Services: Counseling Services provides assistance to students experiencing personal, educational, interpersonal/relationship, family, social, or psychological difficulties. If you feel you may benefit from this service, please contact them at counselingservices@owens.edu. More information is at <https://www.owens.edu/counseling/>.

Campus and Community Connections: The Center for Campus and Community Connections (College Hall 123) is a walk-in office created to provide retention support through resource stability initiatives and community connections. Go here for more information: <https://www.owens.edu/connection/> or contact connections@owens.edu

Owens Library: The Owens Library offers two locations (Toledo and Findlay) as well as online resources. For more information visit <https://www.owens.edu/library/>.

Students can find more information on campus resources, student support, student life, and security at this [link](#).

General Information

Student Code of Conduct: All students are expected to follow Owens Community College's [Student Code of Conduct](#), which includes academic honesty, encompassing plagiarism. See the [Board Policy](#) for more information.

Anti-Discrimination and Harassment & Title IX/Sexual Misconduct: All students, faculty, and staff are expected to follow Owens Community College's [Anti-Discrimination and Harassment Policy](#) and the College's [Title IX Policy/Sexual Misconduct Procedures and Guidelines](#). The College strictly prohibits and will not tolerate harassment, discrimination, intimidation, or hostile/offensive working or learning environments.

Religious Accommodations: A student seeking an accommodation for an absence permitted under Ohio's Testing Your Faith Act must provide the instructor with a written email notice with the specific dates for an absence, and must do so not later than fourteen (14) days after the first day of instruction. Alternative accommodations are not retroactive, and no academic penalty will be imposed for an absence under the policy*. The request for an alternative accommodation will be kept confidential. Students with questions about a religious accommodation under Ohio's Testing your Faith Act may contact the College's Office of Academic Affairs: provost@owens.edu. The policy may be found on the Owens website: [3358:11-2-63 Accommodation](#) for a Student Absence for the Observance of Religious Beliefs and Practices Policy

Document Collection: Throughout the semester, your instructors may ask for a variety of assignments including tests and/or quizzes for student learning of institutional general education competencies or program assessment. Please save all your class materials until the end of the semester.

Classroom Admittance: OCC classes shall only be attended by the officially registered OCC students or perspective students, instructor of record, guest lecturer, or substitute. Visitors are not permitted to be in the classroom and should not be invited to attend or participate in the class. See [FERPA](#) regulations for more information.

Student Responsibilities & Instructor Expectations

1. The student is responsible for all material discussed in class, handed out, seen or heard in visual/audio, or written on the board.
2. The student is responsible for all work assigned whether discussed in class or not.
3. Any missed classes, tests, or assignments is the responsibility of the student to ask the instructor what he or she may have missed. Excused absences included, sick, death, and emergency (all at the discretion of the instructor). 2 unexcused absences

equally a drop in a letter grade, 3 unexcused absences is a 2 letter grade drop, 4 unexcused absences is a 3 letter grade drop, 4 unexcused the student fails the course. 2 tardies equal 1 unexcused absence.

4. The instructor, with permission of the chairman, whenever appropriate and necessary, reserves the right to amend, adjust, or deviate from the course outline and lecture topic areas to assure the students of the best possible education from the course.

Safety Glasses

Students will not be permitted to attend lab classes without safety glasses

Safety

Since personal safety is a major concern of both this College and the employers, students will be expected to conduct themselves in a safe manner at all times. Students will be required to follow safety requirements pertaining to: safety glasses, clothing, labs, and work procedures. (Remember SAFETY is everyone's job!)

Suggested Minimum Tool List

A list of tools are provided for the student's consideration. The tools are NOT required for this class but will be convenient for the student to own when employed and performing the tasks taught in this class.

How Grades and Determined and Major Assignments

The final course grade is to be computed using the following weights.

Evaluation Measure Value Student Learning Outcome Assessed

Lab: 60 %

Quizzes & Tests: 30%

Final: 10%

Grading Scale

Grading Procedure:

Grades will be calculated on the following scale.

94% and Above A

87% to Less than 93% B

78% to Less than 86% C

70% to Less than 77% D

Less Than 69% F

Tentative Class Assignments

Week	SLO	Topic	Due Dates
1	1,2,3	Chapters 1 & 2. Importance of Preventive Maintenance. Engine Intake and Exhaust Components, and basic safety overview	DATE
2	1, 2, 3	Chapter 3 Tractor inspections Sump screen removal Service Fuel and oil systems	DATE
3	1, 2, 3	Quiz chapters 1-3 Chapter 4 Engine Lubrication Systems Start 10 station Lab	DATE
4	1, 2, 3, 4,	Chapter 5 Engine Cooling System Dyno tractor Wheel spacing lab Hydraulic pump coupler R&R	DATE
5	1, 2, 3, 4,	Chapter 6 Electrical system maintenance Check battery specific gravity Check starting system safety switches Fabricate alignment studs	DATE
6	1, 2, 3	Quiz Chapter 6 Tap & Die lab 3 point hitch SCV set up display.	DATE

Week	SLO	Topic	Due Dates
7	1, 2, 3, 4	Chapter 7 & 8 Clutch pedal free play adjustment Adjust engine valve lash Cut a bearing off a shaft using a torch	DATE
8	2	Clean shop. Final Exam	DATE