



VANCOUVER ISLAND  
UNIVERSITY

## First day of Class Information and Booklist Refrigeration Level 2

### First day of class:

- ✓ Bring steel toed boots and safety glasses for the shop.
- ✓ Classroom/Shop: Cowichan Trades Centre (5265 Boal Road, Duncan, BC)

### Classroom/shop hours:

- ✓ Monday-Thursday; 8am to 3pm

### Instructor and Tool Room Contact #s:

- ✓ Instructor(s): Larry Nohr at 250-748-4529 local 3702 or [larry.nohr@viu.ca](mailto:larry.nohr@viu.ca)

### Study Skills:

- ✓ It is recommended that you take notes in class and review them each night. Any questions that you have should be brought to the attention of the instructor either in class or in the shop.
- ✓ Remember it is in your best interest to learn as much as possible when you attend your technical training session. Extra help with study techniques may be available for apprentices, who feel that they are not able to get the most out of each technical session, ask your instructor.

### Marking:

- ✓ Each technical training session is divided in to two parts when marking:
  - Theory; the average of marks achieved on both weekly and final exams give the overall theory mark. Your theory mark counts for approximately 80% of your final mark.
  - Practical; the number of shop projects completed and quality of work achieved determines the practical mark approximately 20% of your final mark
  - Final; theory + practical = Final Mark. You must obtain 70% or greater to pass the technical training.



**First Aid – All emergencies must be reported to 6600 – DO NOT CALL 911.**

- ✓ Dial 6600 from an internal phone, or dial 250-740-6600 from an outside phone.
- ✓ Be prepared to tell the operator your:
  - Name
  - Campus location (building and room)
  - Nature of emergency (first aid, ambulance, police, fire)
  - Extent of the emergency and the number of person involved
- ✓ The PFAA (Primary First Aid Attendant) will respond to the emergency.
- ✓ Facilities Services Employees will direct the Emergency Response Vehicle(s) to the appropriate location.

Please report all injuries to your instructor immediately or as soon as possible.

**College closures for snow**

- ✓ Listen for announcements on local radio, FM: WAVE 102.3, Wolf 106.9, CHLY 101.7
- ✓ College Switchboard 250-746-3500 after 6am

**Student Cautions**

- ✓ VIU has a non-smoking regulation in all buildings.
- ✓ All tools, props, equipment and vehicles must be treated with respect; they must be used many times by many apprentices.
- ✓ Instructors are here to help you learn, but you are also responsible for how much and how well you learn.

**Course Outline & Textbooks**

<b>Level 2</b>
<ul style="list-style-type: none"><li>• Refrigeration and Air Conditioning (same textbook as used in the Foundation Program. If you do not have this textbook, please speak with the instructor)</li></ul>