

Course Information

Weld Orientation
Credits: 1 (1 lec/0 lab/0 ojt)
Fall 2026
Room 117
M-H; 8a – 11:50a
In-Person
Prerequisites: none
Co-Requisites: none

Instructor Contact Information

Course Instructor:

Joel Ziegler
Office number and campus: TRF Room 651
Email address: joel.ziegler@northlandcollege.edu
Office phone number: 218-683-8728

Student (Office) Hours:

M-H, 8:30-9a or by appointment if you prefer to talk 1:1 (email me)

Course Overview/Description

This course is designed to introduce welding students to, and/or properly use the following: personal protective equipment (PPE), shop procedures, welding and related processes safety procedures, navigate college and program online features, download and save documents relative to the program.

This course also consists of an OSHA 10-hour General Industry program. Provided the instructor meets the requirements of the OSHA Outreach Training Program, students that successfully complete the 10hr curriculum will be issued OSHA 10hr cards for General Industry Safety.

This course is required for any of the Welding Process Technology programs – diploma or certificates. Any student that is not successful in this course will not be allowed to continue in their welding program.

Course Learner Outcomes

1. Demonstrate proper inspection and use of PPE while in the welding lab.
2. Properly prepare job reports as assignments are completed.
3. Download and save ANSI Z49.1 (latest edition) to a personal storage device.
4. Identify related welding shop equipment.
5. Identify safety guards/shields on shop equipment.
6. (ILO: 5) Follow safe practices, clock in/out each day, and follow written and verbal instructions to complete work assignments.

Course Materials

- Online subscription to ToolingU.com. Must be purchased through the Northland Community and Technical College store. Talk with an advisor to determine the length of subscription that will be best for you.
- Appropriate welding personal protective equipment
- D2L Brightspace

Coursework and Grading Scheme

This course is worth 1 credit, which means you may be asked to complete up to 15 hours of work this week, including class time. Between participation in whole-class meetings and lab, this leaves about 8 hours of work outside of class. The class schedule in the last section of the syllabus highlights assignments and due dates so that you can plan your work for the semester accordingly.

Grading Scheme	
< 60%	Considered as failing the course
60-69%	At least a D
70-79%	At least a C
80-89%	At least a B
90-100%	Will have earned an A

Course Policies

Presence and Participation

This course is only offered during the first week of the semester. You will be expected to be present for all sessions and to participate in all in-class activities.

Classroom Climate Expectations

- A respectful climate is expected in and around the lab at all times.
- If you see something, say something – if someone is struggling with a piece of equipment or performing an unsafe action, respectfully inquire about what they are doing. Assist them if you are able, if not, find the instructor for assistance.

Deadlines and Late Submissions

As stated above, this course is only four days long. All assignments, activities, and tests are to be completed on time. You **MUST** pass this course to continue in the welding program.

Online and Written Assignments

- All online and written assignments are considered 'Open Resource' assignments. This means you may use any available resources – ToolingU, Google, welding sites, instructor, etc. as a resource for all assignments.
- ToolingU assignment grades will be physically transferred to D2L by the instructor, they do not automatically populate. You **MUST** email the instructor after each online assignment is completed, to get it in D2L.
- Written assignments will be turned in with your name and number on each separate assignment.

Late Homework Policy

Late work will be deducted at a rate of 10% for each day late.

Exam Policy

All assessments are considered "Open Resource". You may use any available resources while testing.

Class Cancellations

In case of any class cancellations, I will do my best to post on the college Course Cancellation app. It is a good idea to sign up for the Star-Alert notification system for closings and late starts.

Course Structure

This course will be facilitated through a combination of class meetings and material posted on D2L Brightspace. Our D2L website can be accessed through the Northland website or this direct link: <https://nctc.learn.minnstate.edu/d2l/login> Announcements will also be made through the D2L site.

Course Expectations

What you can expect from me

- Weekly announcements that will be posted, typically Sundays, describing what is coming up that week – meetings, HS visits, assignments, etc.
- Emails, phone calls, and text messages will be responded to within one business day. If you need to get in touch over the weekend or while on a break, send an email or leave a voicemail. I often check these on off days, I do not get text messages when not in the office.
- Online assignments will be transferred to Grades within one business day of your email letting the instructor know what modules you have completed.
- All materials and assignment lists will be provided at the beginning of the semester, with a recommended schedule, based on the number of credits you are enrolled in.
- Each assignment will have an accompanying rubric indicating how each assignment will be scored.

What I expect from you

- Come to class prepared and ready each day – modules completed to a minimum of 85%, videos reviewed, machines understood.
- Read the Welding Flex Lab Policy and Welding Lab Manual located in Content in the Welding D2L homeroom shell
- Maintain safe work practices at all times – proper PPE, appropriate clothing and footwear, safe operation of equipment, etc.

Content Advisories

Please be aware that this program contains “shop language”. Students may hear swear words on occasion, but they will never be levered in a derogatory way towards an individual student. That being said, any racist, anti-Semitic, or other derogatory language directed towards a fellow student is a direct violation of the Welding Flex Lab policy and Northland Community & Technical College policies regarding safe learning environments and may result in the responsible student being removed from the program.

Best Practices for Course Learning

Learning how to learn effectively is a skill unto itself! To get the most out of our course learning experience, I recommend the following:

- Completing all required modules just prior to each section, as you get to them.
- Take notes on what you read and jot down all your questions.
- Test yourself on what you have read by trying to summarize key points without looking back at the text.
- Ask questions! During class, in office hours, and asynchronously over email or D2L Brightspace.

Student Handbook Link

The handbook contains the policies and procedures that relate to many aspects of your life as a student at Northland. Whether you study on campus or online, membership in the Northland community brings the responsibility of becoming familiar with these policies.

<https://www.northlandcollege.edu/students/student-handbook/>

Academic Accommodations

Northland Community & Technical College is committed to providing equitable access to learning opportunities for all students. If you are a student with a short-term or long-term disability and need reasonable accommodation to participate in class and complete course requirements, contact the Academic Success Center (ASC) as soon as possible. The ASC works with students confidentially and does not disclose any disability-related information without their permission. For further information about services for students with disabilities, contact the ASC at 218-683-8561 or visit office 205 on the Thief River Falls campus or 580D on the East Grand Forks campus.

Cory Floden, Interim Director of Academic Success Center

Cory.floden@northlandcollege.edu

218-793-2446

Chris Fossum, Accommodations Specialist

Chris.Fossum@northlandcollege.edu

218-686-8564

Tutoring

The Academic Success Center offers tutoring to all Northland students free of charge. Tutors work in office suite 205 on the Thief River Falls campus, offices 578, 579, and 580 on the East Grand Forks campus, or online via Zoom. Students can register for a tutor account here: <https://northlandcollege.mywconline.com/>

Basic Needs Statement

Students encountering difficulties in meeting their fundamental needs are encouraged to connect with Northland staff and instructors. These essential needs may include housing, mental and physical well-being, food insecurity, safety, and financial issues. Beyond the familiar faces you regularly encounter, Northland offers the support of a Dean of Students and a Counselor. We strongly encourage you to reach out to someone at Northland; we are here to assist you.

Counselor, Rebecca Johnson 218-683-8543
Interim Dean of Student Success, Sara Johnson 218-683-8560

<https://www.northlandcollege.edu/students/student-basic-needs/>
<https://www.northlandcollege.edu/about/offices/counseling-services/>

Diversity Statement

It is an integral part of Northland Community & Technical College's mission to acknowledge, understand, value, and celebrate the diverse heritage, cultures, and individuals within our learning environment and communities. The college views diversity as an essential component of the educational experience of our students. Diversity is an indicator of our success in adapting to the dramatic demographic shifts that will occur in the decades ahead.

Mental Health Statement

Students may experience stressors that impact their personal well-being and academic success. Northland students have access to counseling services via the Northland counselor and can utilize these services for mental health support, academic support, career development guidance, and much more. For more information on these services, visit <https://www.northlandcollege.edu/about/offices/counseling-services/>. Students seeking immediate mental health support should contact the mental health support line at 9-8-8.

Academic Dishonesty Statement

Policy 3072: Academic dishonesty refers to misconduct related to academic assignments or examinations, plagiarizing or other misconduct directly related to the academic learning experience. Plagiarism is the unacknowledged use of another person's work (either word for word or in the substance of an idea) as one's own work. Plagiarism, cheating, and possession and/or distribution of un-administered examinations may be handled as a scholastic matter (i.e., failing the assignment and/or the course) or as a disciplinary matter in accordance with the Student Code of Conduct. Academic dishonesty or cheating includes, but is not limited to:

- Copying from another student's test paper and/or collaborating during a test with any other person by giving or receiving information without authority; using materials during a test not authorized by the instructor.
- Stealing, buying, or otherwise obtaining all or part of an un-administered test or information about said test.
- Selling, giving, or otherwise supplying to another student for use in fulfilling an academic requirement, any theme, report, term paper, painting, drawing, sculpture, or other work of art; or submitting as one's own, in fulfillment of an academic requirement, any theme, report, term paper, essay, or other written

work, painting, drawing, sculpture, or other work prepared totally or in part by another.

- Submitting nearly identical work that one has previously offered for credit in another course, without prior approval by the instructor.

Reports of academic dishonesty are filed with and reviewed by the designated Academic Affairs Administrator in accordance with Procedure 3072P.

Course Schedule

WELD 1100: Weld Orientation

Schedule – 2025

Room 117 & 603

Monday:

- 8-8:30 – Intros/Expectations/books/tools
 - Charging through bookstore – don't lose receipt
- 8:30-9:30 – Computer lab 603
 - Log in to computer
 - Email
 - D2L
 - ToolingU
 - WELD homeroom – self registration
- 9:45-10:30 – welding lab
 - Clock number
 - Locker assignment
 - Equipment operation/safety
 - Machine set-up
 - Booth maintenance
- 10:45-11:50 – room 117
 - Lab/welding safety - ToolingU

Tuesday

- 8-9 – room 117
 - Review
 - Lab/welding safety
- 9-10 – tool distribution – weld lab
- 10-11:50 – Room 117
 - Lab/welding safety – Z49.1

Wednesday

- 8-9 – room 117
 - Review
 - Safety
- 9:15-10:15 – room 117
 - Lab reports – weld evaluation

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- 10:30-11:50 – room 117
 - Weld safety – ToolingU and Lincoln Electric

Thursday

- 8-9 – room 603
 - ToolingU weld modules
- 9:15-10:15 – Weld lab
 - PPE evaluation
 - Machine guarding
- 10:30-11:50 – room 117
 - Review and Test