



Course Syllabus

HART 2336 - Air Conditioning Troubleshooting

Catalog Description: An advanced course in the application of troubleshooting principles and the use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests.

Lecture hours = 2,

Lab hours = 3

Prerequisites: None **Semester Credit Hours:** 3

Lecture Hours per Week: 2

Lab Hours per Week: 3

Extended hours:

Contact Hours per Semester: 80

State Approval Code: 15.0501

Class section meeting time:

Alternate Operations During Campus Closure: In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Panola College to move to altered operations. During this time, Panola College may opt to continue the delivery of instruction through methods that include but are not limited to, an online learning management system (CANVAS), online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor Panola College's website (www.panola.edu) for instructions about continuing courses remotely, CANVAS for each class for course-specific communication, and Panola College email for important general information.

Use of generated AI Permitted under some classroom circumstances with permission: There are situations throughout the course where you may be asked to use artificial intelligence (AI) tools to explore how they can be used. Outside of those circumstances, you should not use AI tools to generate content that will end up in any student work (assignments, activities, discussion responses, etc.). In such cases for Option #2, no more than 25% of the student work should be generated by AI. Use of any AI-generated content in this course without the instructor's consent qualifies as academic dishonesty and violates Panola College's standards of academic integrity

Instructional Goals and Purposes: To test and diagnose components, systems, and accessories; complete applicable documentation.

Learning Outcomes:

1. Service calls
2. Checking electrical circuits
3. Checking refrigerant charge
4. Diagnosing common problems

Specific Course Objectives (includes SCANS):

After studying all materials and resources presented in the course, the student will be able to:

1. Service calls. (1 A-I, 1A-ii, 1A-iv, 1B-iii, 1B-iv, 1 C-I, 1C-iv, 2A-I, 2A-iii, 2B-I, 2C-i, 2C-ii, 2C-iii, 2D-ii, 2D-iii, 2E-ii)
 - a. Troubleshooting and servicing
 - b. Customer service
2. Checking electrical circuits. (1 A-I, 1A-ii, 1A-iv, 1B-iii, 1B-iv, 1 C-I, 1C-iv, 2A-I, 2A-iii, 2B-I, 2C-i, 2C-ii, 2C-iii, 2D-ii, 2D-iii, 2E-ii)
 - a. Motors
 - b. Controls
3. Checking refrigerant charge. (1 A-I, 1A-ii, 1A-iv, 1B-iii, 1B-iv, 1 C-I, 1C-iv, 2A-I, 2A-iii, 2B-I, 2C-i, 2C-ii, 2C-iii, 2D-ii, 2D-iii, 2E-ii)
 - a. Superheat and subcool
 - b. Weighing in refrigerant
4. Diagnosing common problems. (1 A-I, 1A-ii, 1A-iv, 1B-iii, 1B-iv, 1 C-I, 1C-iv, 2A-I, 2A-iii, 2B-I, 2C-i, 2C-ii, 2C-iii, 2D-ii, 2D-iii, 2E-ii)
 - a. Reduced efficiency
 - b. No cooling/heating issues

- Course Content:

A general description of lecture/discussion topics included in this course are listed in the Learning Objectives / Specific Course Objectives sections of this syllabus.

Students in all sections of this course will be required to do the following:

1. Students will study assigned materials and complete quizzes and exams to assess understanding and comprehension.
2. Students will complete all lab assignments as scheduled and all students are required to wear Personal Protective Equipment (PPE) in the lab.

- Methods of Instruction/Course Format/Delivery:

Students in traditional, hybrid, and Internet classes will have access to courses via Canvas. Students in the traditional class will meet regularly for the lecture. Students in the Internet class will be required to take quizzes and exams at an approved testing facility or, they may also be administered by the instructor. Students in hybrid classes will have both in-class and online assignments. Hybrid classes are required to read the assigned material, take quizzes and exams as assigned by the instructor, and complete

assigned homework before meeting for face-to-face labs. Resources for this course, provided through Canvas, include the following Sections in Canvas....

- Modules: Chapter study materials, self-assessment exercises, quizzes, and exams
- Announcements and Recent Activities List: Instructor Announcements
- Inbox: Email (to communicate with instructor and classmates inside Canvas)
- Grades: Student grades
- Other sections, as assigned by the Instructor: Students in both the traditional and Internet classes should use the People feature within Canvas (includes Canvas Email) to communicate with the instructor. Using Canvas Email located in the "Inbox" menu gives the student access to the instructor and other classmates without remembering or typing email addresses; the student just selects a name from the list. The instructor will attempt to respond to all Canvas emails within 24 hours. For example, if a student makes an appointment with the instructor through Canvas email to take an exam, the instructor will reply to the student's Canvas email – if the instructor does not reply within the time needed, call the instructor at his or her office. Please, always include the Canvas email's subject line, the student's name, course number, and course section number.

- Major Assignments / Assessments:

The following items will be assigned and assessed during the semester and used to calculate the student's final grade.

- Lab Exercises

Hands-on lab exercises will be conducted with one or more students in a group, full participation and demonstration of the skill are required to pass the skill and move to the next.

- Exams

Multiple exams may be given during the semester with the final exam being cumulative in one or two parts will assess the student's various skills and may include lab exercises.

- Attendance

Students are expected to attend face-to-face classes and labs and be on time. Students are also required to participate with other students during class exercises. Attendance is based on the student missing no more than 10% of the semester without a valid excuse. After the 10%, the instructor will withdraw the student from the course. Any student thirty or more minutes late will be counted absent. Students that leave before classes are released will be counted absent.

- Quizzes

After working through the chapter or chapters and completing the assignments, the student will take online or paper quizzes over the chapters studied. Quizzes will generally contain True/False, Multiple Choice, Matching, and/or Fill In-The-Blank questions.

- Lab Exercises

Weekly lab exercises and or assignments will be administered during face-to-face meetings as assigned by the instructor.

- Course Grade:

The grading scale for this course is as follows:

Category Percentage:

Exams = 40%

Quizzes = 30%

Lab Exercises = 20%

Attendance = 10%

- **Grading Notes:**

Late Work: All listed assignments are due according to the due date provided in Canvas and on the course calendar if you do not complete the assignments on time a **5% per day penalty** will automatically be applied to all assignments. If you have missed an assignment due to an approved class absence please contact your instructor for further instructions.

Missed Exams: Missed exams due to legitimate reasons should be taken before the reporting of a midterm or final grade as applicable. It is the responsibility of the student to reschedule the makeup with the instructor. The Instructor reserves the right to change the test format of any makeup. Instructors are not required to issue make-up work for an unexcused class absence Instructor also reserves the right to give full or partial credit for any makeup work that is allowed and that resulted from an unexcused absence.

Missed Quizzes: Missed quizzes due to legitimate reasons should be rescheduled within one week of the scheduled quiz or a date assigned by the Instructor. It is the responsibility of the student to reschedule makeup quizzes. The Instructor reserves the right to change the test format of the makeup quiz. The instructor is not required to make up work for unexcused class absences. The instructor reserves the right to give full or partial credit for any makeup work that is allowed resulting from an unexcused absence.

Attendance: Attendance is based on the student missing no more than 10% out of the semester without a valid excuse. After the 10%, the instructor may withdraw the student at their discretion. Any student thirty or more minutes late will be counted absent. Students that leave before class is dismissed will be counted absent. The Instructor reserves the right to dock points for any missed class without a legitimate excuse.

Missed Lab Exercises: Students will have one day out of the semester assigned by the instructor to make up any lab exercises missed due to the student being absent for legitimate reasons. Instructors are not required to make up work for unexcused class absences. Instructors reserve the right to give full or partial credit for makeup work that is provided because of unexcused absences.

Plagiarism: Plagiarism shall be defined as appropriating, buying, receiving as a gift, or obtaining by any other means, another person's work and the unacknowledged submission or incorporation of it in one's own written work. All papers submitted to Canvas will be scanned with turnitin.com and the instructor reserves the right to dock points based on the results.

Cheating: Cheating on a test shall include:

- a. Copying from another student's test
- b. Using test materials not authorized by the person administering the test
- c. Collaborating with or seeking aid from another student during a test without permission from the test administrator
- d. Knowingly using, buying, selling, stealing, or soliciting, in whole or part, the contents of an unadministered test.
- e. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
- f. Substituting for another student, or permitting another student to substitute for one's self, to take a test.

g. Bribing another person to obtain an unadministered test or information about an unadministered test.

h. If a student is observed cheating they will be sent home immediately counted absent and given a zero on the assignment they were cheating on.

Safety: All students are required in lab exercises to bring and wear the proper PPE as instructed by their instructor. Failure to do so will result in one warning; if a student continues to violate safety rules the student will be sent home and counted absent.

Class Conduct: All cell phones should be turned off in all classes. If you must receive a call notify your instructor and step out of the classroom. No cell phones are allowed during testing. No disruptive behavior is allowed in class; if a student is being disruptive as determined by the instructor one warning will be given. If the behavior persists, the student will be sent home and counted absent.

Some mandatory meetings outside of class days and times may be required to attend for credit. Valid excuses must be submitted with proof via email to your professor to avoid grade penalties.

Grading Scale A=90-100, B=80-89, C=70-79, D=60-69, F=69 and below

Texts, Materials, and Supplies:

- ***Modern Refrigeration and Air Conditioning 22nd edition***
ISBN-13: 979-8-88817-489-0
- **Notepad**
- **Hard hat**
- **Safety glasses**
- **Gloves**
- **Closed-toed boots or shoes**

Required Readings:

- ***Modern Refrigeration and Air Conditioning 22nd edition***
ISBN-13: 979-8-88817-489-0

Recommended Readings:

- none

- **Other:**

- Courses conducted via video conferencing may be recorded and shared for instructional purposes by the instructor.
- For current texts and materials, use the following link to access bookstore listings:
<https://www.panolacollegestore.com>
- For testing services, use the following link: <https://www.panola.edu/elearning/testing.html>
- If any student in this class has special classroom or testing needs because of a physical learning or emotional condition, please contact the ADA Student Coordinator in Support Services located in the Charles C. Matthews Student Center or go to <https://www.panola.edu/student-success/disability-support-services/> for more information.
- Withdrawing from a course is the student's responsibility. Students who do not attend class and who do not withdraw will receive the grade earned for the course.
- Student Handbook, *The Pathfinder*:
<https://www.panola.edu/student-success/documents/pathfinder.pdf>

SCANS CRITERIA

1. Foundation skills are defined in three areas: basic skills, thinking skills, and personal qualities.
 - a. Basic Skills: A worker must read, write, and perform arithmetic, and mathematical operations, listen and speak effectively. These skills include
 - i. Reading: locate, understand, and interpret written information in prose and documents such as manuals, graphs, and schedules.
 - ii. Writing: communicate thoughts, ideas, information, and messages in writing, and create documents such as letters, directions, manuals, reports, graphs, and flowcharts.
 - iii. Arithmetic and Mathematical Operations: perform basic computations and approach practical problems by choosing appropriately from a variety of mathematical techniques.
 - iv. Listening: receive, attend to, interpret, and respond to verbal messages and other cues.
 - v. Speaking: Organize ideas and communicate orally.
 - a. Thinking Skills: A worker must think creatively, make decisions, solve problems, visualize, know how to learn, and reason effectively. These skills include
 - i. Creative Thinking: generate new ideas.
 - ii. Decision Making specifies goals and constraints, generates alternatives, considers risks, and evaluates and chooses the best alternative.
 - iii. Problem Solving: recognize problems and devise and implement a plan of action.
 - iv. Visualize ("Seeing Things in the Mind's Eye"): organize and process symbols, pictures, graphs, objects, and other information.
 - v. Knowing How to Learn: use efficient learning techniques to acquire and apply new knowledge and skills.
 - vi. Reasoning: discover a rule or principle underlying the relationship between two or more objects and apply it when solving a problem.
 - a. Personal Qualities: A worker must display responsibility, self-esteem, sociability, self-management, integrity, and honesty.
 - i. Responsibility: exerts a high level of effort and perseveres toward goal attainment.
 - ii. Self-Esteem: Believing in one's self-worth and maintaining a positive view of oneself.
 - iii. Sociability: demonstrate understanding, friendliness, adaptability, empathy, and politeness in group settings.
 - iv. Self-Management: assess oneself accurately, set personal goals, monitor progress, and exhibit self-control.
 - v. Integrity and Honesty: choose ethical courses of action.
1. Workplace competencies are defined in five areas: resources, interpersonal skills, information, systems, and technology.
 - a. Resources: A worker must identify, organize, plan, and allocate resources effectively.

- i. Time: select goal-relevant activities, rank them, allocate time, and prepare and follow schedules.
- ii. Money: Use or prepare budgets, make forecasts, keep records, and make adjustments to meet objectives.
- iii. Material and Facilities: Acquire, store, allocate, and use materials or space efficiently.

Examples: construct a decision timeline chart; use computer software to plan a project; prepare a budget; conduct a cost/benefits analysis; design an RFP process; write a job description; develop a staffing plan.

a. Interpersonal Skills: A worker must work with others effectively.

- i. Participate as a Member of a Team: contribute to the group effort.
- ii. Teach Others New Skills.
- iii. Serve Clientperseveresrs: work to satisfy customer's expectations.
- iv. Exercise Leadership: communicate ideas to justify position, persuade and convince others, and responsibly challenge existing procedures and policies.
- v. Negotiate: work toward agreements involving the exchange of resources to resolve divergent interests.
- vi. Work with Diversity: work well with men and women from diverse backgrounds.

Examples: collaborate with a group member to solve a problem; work through a group conflict situation, train a colleague; deal with a dissatisfied customer in person; select and use appropriate leadership styles; use effective delegation techniques; conduct an individual or team negotiation; demonstrate an understanding of how people from different cultural backgrounds might behave in various situations.

a. Information: A worker must be able to acquire and use information.

- i. Acquire and Evaluate Information.
- ii. Organize and Maintain Information.
- iii. Interpret and Communicate Information.
- iv. Use Computers to Process Information.

Examples: research and collect data from various sources; develop a form to collect data; develop an inventory record-keeping system; produce a report using graphics; make an oral presentation using various media; use online computer databases to research a report; use a computer spreadsheet to develop a budget.

a. Systems: A worker must understand complex interrelationships.

- i. Understand Systems: know how social, organizational, and technological systems work and operate effectively with them.
- ii. Monitor and Correct Performance: distinguishes trends, predicts impacts on system operations, diagnoses deviations in systems' performance, and correct malfunctions.
- iii. Improve or Design Systems: suggest modifications to existing systems and develops new or alternative systems to improve performance.

Examples: draw and interpret an organizational chart; develop a monitoring process; choose a situation needing improvement, break it down, examine it, propose an improvement, and implement it.

- a. Technology: A worker must be able to work with a variety of technologies.
 - i. Select Technology: choose procedures, tools, or equipment including computers and related technologies.
 - ii. Apply Technologies to Task: understand overall intent and proper procedures for setup and operation of equipment.
 - iii. Maintain and Troubleshoot Equipment: Prevent, identify, or solve problems with equipment, including computers and other technologies.

Examples: read equipment descriptions and technical specifications to select equipment to meet needs; set up and assemble appropriate equipment from instructions; read and follow the directions for troubleshooting and repairing equipment.