

**ADLTED 741 Course Outline as of Summer 2018****CATALOG INFORMATION**

Dept and Nbr: ADLTED 741 Title: FORKLIFT OPER SIT/STAND

Full Title: Forklift Operation--Sitting and Standing

Last Reviewed: 12/11/2017

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	0	Lecture Scheduled	0	2	Lecture Scheduled	0
Minimum	0	Lab Scheduled	4.00	1	Lab Scheduled	8.00
		Contact DHR	0		Contact DHR	0
		Contact Total	4.00		Contact Total	8.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 0.00

Total Student Learning Hours: 8.00

Title 5 Category: Non-Credit

Grading: Non-Credit Course

Repeatability: 27 - Exempt From Repeat Provisions

Also Listed As:

Formerly:

**Catalog Description:**

Students will learn how to drive a forklift safely, sitting and standing, and will practice operating a forklift.

**Prerequisites/Corequisites:****Recommended Preparation:****Limits on Enrollment:****Schedule of Classes Information:**

Description: Students will learn how to drive a forklift safely, sitting and standing, and will practice operating a forklift. (Non-Credit Course)

Prerequisites/Corequisites:

Recommended:

Limits on Enrollment:

Transfer Credit:

Repeatability: Exempt From Repeat Provisions

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

<b>AS Degree:</b>	<b>Area</b>	<b>Effective:</b>	<b>Inactive:</b>
<b>CSU GE:</b>	<b>Transfer Area</b>	<b>Effective:</b>	<b>Inactive:</b>

<b>IGETC:</b>	<b>Transfer Area</b>	<b>Effective:</b>	<b>Inactive:</b>
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<b>CSU Transfer:</b>	<b>Effective:</b>	<b>Inactive:</b>
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<b>UC Transfer:</b>	<b>Effective:</b>	<b>Inactive:</b>
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**CID:**

**Certificate/Major Applicable:**

Certificate Applicable Course

## **COURSE CONTENT**

### **Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Explain the importance of safety in operating a forklift, both sitting and standing
2. Effectively and safely operate a forklift, sitting and standing

### **Objectives:**

Upon completion of the course, students will be able to:

1. Describe ways to most safely operate a forklift, sitting and standing
2. Operate a forklift safely

### **Topics and Scope:**

- I. Parts of a Forklift
- II. Operating a Forklift
- III. Safety Rules and OSHA
- IV. Practicing Operating a Forklift

### **Assignment:**

1. Exercises in driving and using a forklift
2. Case scenarios and small group discussion of safety issues (2 - 5)
3. Final Assessment--Written Exam
4. Final Performance--Driving a forklift

### **Methods of Evaluation/Basis of Grade:**

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

None
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Writing 0 - 0%
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**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Case Scenarios

Problem solving  
20 - 30%

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Class performance operating a forklift

Skill Demonstrations  
40 - 50%

**Exams:** All forms of formal testing, other than skill performance exams.

Final Assessment -- Written Exam

Exams  
20 - 30%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

Attendance and participation in class activities

Other Category  
10 - 20%

**Representative Textbooks and Materials:**

Instructor prepared materials  
OSHA publications