BARTON COMMUNITY COLLEGE
COURSE SYLLABUS

I. GENERAL COURSE INFORMATION

Course Number:
Course Title: Scale Rules and Regulations
Credit Hours: 3
Prerequisites: None
Division/Discipline: Workforce Training and Economic Development/Weights and Measures
Course Description: This course provides students entering the weights and measures industry as scale technicians the necessary background and familiarity with the appropriate reference materials for the proper installation, use, maintenance, and certification of weighing and measuring devices. Background is also provided on weights and measures laws specific to the State of Kansas. This is a required course for the Scale Technician Certificate Program.

II. INSTRUCTOR INFORMATION

III. COLLEGE POLICIES

Students and faculty of Barton Community College constitute a special community engaged in the process of education. The College assumes that its students and faculty will demonstrate a code of personal honor that is based upon courtesy, integrity, common sense, and respect for others both within and outside the classroom.

Plagiarism on any academic endeavors at Barton Community College will not be tolerated. The student is responsible for learning the rules of, and avoiding instances of, intentional or unintentional plagiarism. Information about academic integrity is located in the Student Handbook.

The College reserves the right to suspend a student for conduct that is determined to be detrimental to the College educational endeavors as outlined in the College Catalog, Student Handbook, and College Policy & Procedure Manual. (Most up-to-date documents are available on the College webpage.)

Any student seeking an accommodation under the provisions of the Americans with Disability Act (ADA) is to notify Student Support Services via email at disabilityservices@bartonccc.edu.

IV. COURSE AS VIEWED IN THE TOTAL CURRICULUM

Weighing and measuring devices are governed by national standards for their proper selection, installation, maintenance, and use. Additionally, there are strict requirements for scales to be certified for commercial use. Scale technicians must be familiar with the national standards as defined by the NIST (The National Institute of Standards and Technology) through standard publication and be aware of changes to these standards as they occur. Technicians also must be familiar with the laws specific to individual states governing weights and measures. Technicians must be able to accurately use, interpret and apply these materials.

V. ASSESSMENT OF STUDENT LEARNING

Barton Community college is committed to the assessment of student learning at to quality education. Assessment activities provide a means to develop an understanding of how students learn, what they know, and what they can do with their knowledge. Results from these various activities guide Barton as a learning college in finding ways to improve student learning.

Course Outcomes, Competencies, and Supplemental Competencies:

A. Use NIST Handbook 44 accurately to discern the requirements for scale specifications, installation and adjustments.
   1. List and identify proper scale specifications based on the application and environment.
   2. List and identify proper scale installation and maintenance requirements.
   3. List and identify allowable and prohibited adjustments to weighing devices.

B. Use NIST Handbook 44, Handbook 112 and State Regulations to list and accurately apply the procedures in scale installation, examination, and accuracy testing.
   1. Properly install, calibrate, adjust, and maintain scales.
   2. Determine and list the proper examination procedures when certifying a scale for commercial application during pretest examination.
   3. Conduct an accurate scale test and determine if the device is in compliance with standards for commercial use.

C. Use the rules, regulations, and statutes of the State of Kansas properly in commercial scale settings.
   1. List and identify the procedures required by the State of Kansas to certify a scale for commercial use, return a scale to commercial use following rejection for performance, and maintain certification.
   2. List the appropriate regulations and statutes for companies and individuals involved in commercial scale certification.
   3. List the appropriate regulations and statutes for companies and individuals involved in the usage of scales in a commercial setting.
   4. Accurately complete the appropriate Kansas Department of Agriculture Forms for the installation and certification of all types of commercial weighing devices.

VI. INSTRUCTOR'S EXPECTATIONS OF STUDENTS IN CLASS

VII. TEXTBOOKS AND OTHER REQUIRED MATERIALS

VIII. REFERENCES

IX. METHODS OF INSTRUCTION AND EVALUATION

X. ATTENDANCE REQUIREMENTS

XI. COURSE OUTLINE