



Core Curriculum: Introductory Craft Skills

CORE CURRICULUM



INTRODUCTORY CRAFT SKILLS

Curriculum Notes

- Core Curriculum is a prerequisite to most Level 1 completions and must be purchased separately.
- 72.5 Hours; plus 15 Elective/Optional Hours
- Revised: 2009, Fourth Edition
- Trainee Guide and individual trainee modules are full color.
- Instructor's Guide includes access code to download TestGen software, module exams, and performance profiles from www.nccerirc.com.
- Lesson plans available for download and with IG to help instructors comply with the 2011 version of OSHA's 10-hour Construction Industry training guidelines.
- A Spanish translation of the third edition is available. Please see NCCER's online catalog for more information.

HARDCOVER	ISBN
Trainee Guide: \$52	978-0-13-608636-9
PAPERBACK	ISBN
Trainee Guide: \$49	978-0-13-608637-6
Instructor's Guide: \$49	978-0-13-608639-0

NCCERconnect	NEW!	ISBN
See page 8 for details.		
Trainee Guide Hardcover + Access Card Package: \$77		978-0-13-286945-4
Trainee Guide Paperback + Access Card Package: \$74		978-0-13-286944-7
IG Paperback + Access Card Package: \$49		978-0-13-287037-5
Access Card ONLY for Trainee Guide: \$52 (does not include print book)		978-0-13-256093-1
ELECTRONIC Access Code ONLY for Trainee Guide: \$52 (must be ordered electronically via OASIS; does not include print book)		978-0-13-292115-2

Product Supplements	
PowerPoint® Presentation Slides	
ISBN 978-0-13-609080-9	\$40

MODULES

All of the modules listed below are included in the Trainee and Instructor Guide(s) listed above. The following ISBN and pricing information is for ordering individual modules only.

Basic Safety (12.5 Hours)

Trainee \$19 ISBN 978-0-13-609875-1
 Instructor \$19 ISBN 978-0-13-609921-5
 (Module ID 00101-09) Complies with OSHA-10 training requirements. Explains safety obligations to ensure a safe workplace. Discusses causes and results of accidents and their financial impact. Defines safe work procedures, proper use of personal protective equipment, and hazardous chemicals. Discusses hazardous material exposures, welding and cutting hazards, and confined spaces.

Introduction to Construction Math (10 Hours)

Trainee \$19 ISBN 978-0-13-609877-5
 Instructor \$19 ISBN 978-0-13-609922-2
 (Module ID 00102-09) Reviews basic mathematical functions and explains their applications to the construction trades. Explains how to use and read length measurement tools. Reviews decimal-fraction conversions and basic geometry.

Introduction to Hand Tools (10 Hours)

Trainee \$19 ISBN 978-0-13-609878-2
 Instructor \$19 ISBN 978-0-13-609923-9
 (Module ID 00103-09) Introduces hand tools that are widely used in the construction industry. Explains specific applications and how to use them properly. Describes hand tool safety and maintenance.

Introduction to Power Tools (10 Hours)

Trainee \$19 ISBN 978-0-13-609914-7
 Instructor \$19 ISBN 978-0-13-609924-6
 (Module ID 00104-09) Provides descriptions of commonly used power tools, and power tool applications, proper use, safety, and maintenance.

Introduction to Construction Drawings (10 Hours)

Trainee \$19 ISBN 978-0-13-609915-4
 Instructor \$19 ISBN 978-0-13-609926-0
 (Module ID 00105-09) Covers construction drawings, components, and symbols. Discusses different types of drawings and describes how to interpret and use drawing dimensions. Four oversized drawings are included.

Basic Rigging (15 Elective Hours)

Trainee \$19 ISBN 978-0-13-609916-1
 Instructor \$19 ISBN 978-0-13-609927-7
 (Module ID 00106-09) Explains how to safely move material and equipment from one location to another on a job site. Describes inspection techniques and load-handling safety practices. Also reviews ASME hand signals.

Basic Communication Skills (7.5 Hours)

Trainee \$19 ISBN 978-0-13-609917-8
 Instructor \$19 ISBN 978-0-13-609928-4
 (Module ID 00107-09) Provides techniques for communicating effectively. Includes examples that emphasize the importance of both verbal and written communication on the job. Telephone and e-mail communication skills are also covered.

Basic Employability Skills (7.5 Hours)

Trainee \$19 ISBN 978-0-13-609919-2
 Instructor \$19 ISBN 978-0-13-609929-1
 (Module ID 00108-09) Identifies the roles of individuals and companies in the construction industry. Discusses critical thinking and problem solving skills. Covers basic computer systems and their industry applications. Reviews relationship skills, effective self-presentation, and workplace issues such as sexual harassment, stress, and substance abuse.

Introduction to Materials Handling (5 Hours)

Trainee \$19 ISBN 978-0-13-609920-8
 Instructor \$19 ISBN 978-0-13-609930-7
 (Module ID 00109-09) Describes hazards associated with materials handling and safe materials handling techniques and procedures. Introduces materials handling equipment for common job-site tasks.



Enhance your construction training with these great supplemental Core Companions. The following titles are an excellent resource for your existing program. They can be used on a stand-alone basis or in combination with the Core Curriculum.

Applied Construction Math



Published: 2006

PAPERBACK **ISBN**
 Trainee Guide: \$27 **978-0-13-227298-8**
 Instructor's Edition: \$27 **978-0-13-227300-8**
 (includes Resource CD)

Applied Construction Math: A Novel Approach features a story that students can relate to and math skills they never thought they could grasp. Its innovative style motivates students to follow the lessons by associating math with events that they may encounter in their real lives. Students will see that learning math can be something as exciting as building a new house as they follow along with Mr. Whyte and his construction class as they build the perfect house. Thirteen chapters teach basic math skills, including:

- Division
- Decimals/Percentages
- Reading Measurements
- Calculating the Area
- Powers of Ten
- Linear Measure, Angles, Volumes, Pressure, and Slopes
- Solving for Unknowns
- Square Inches, Feet, and Yards
- Volume

Careers in Construction



Published: 2006

PAPERBACK **ISBN**
 Trainee: \$15 **978-0-13-228605-3**

NCCER's *Careers in Construction* showcases the world of construction and career opportunities available to high school students and anyone interested in pursuing a construction career. It reviews the pride and excitement of a career in construction.

Readers take an extended tour of several work sites, learning about individual construction trades and the importance of teamwork for successful completion of a project. The book also features profiles of craft professionals who explain firsthand why construction is a good career choice.

As a special bonus, *Careers in Construction* also includes the Build Your Future DVD. This DVD features interviews with craft professionals, project managers, and company owners at construction sites around the country.

Safety Orientation



10 Hours
 Revised: 2004
 Module ID 75501-04

PAPERBACK **ISBN**
 Pocket Guide: \$14 **978-0-13-163612-5**
 Instructor's Guide: \$24 **978-0-13-163613-2**
 (full size; includes tests and transparency masters)
 See p. 97 for more information.

Tools for Success



Critical Skills for the Construction Industry

Revised: 2009,
 Third Edition

PAPERBACK **ISBN**
 Trainee Workbook: \$29 **978-0-13-610649-4**
 Instructor's Handbook: \$29 **978-0-13-610650-0**

This workbook is designed for employees entering the construction industry and has been reviewed and updated with input from construction and training professionals. *First Impressions: Getting a Job* features tips on finding a job, interviewing, filling out applications, and resume writing.

The Instructor's Handbook includes an annotated instructor's outline, recommended teaching schedules, answers to quizzes, and tips and ideas for enhancing class activities.

Your Role in the Green Environment



UPDATED TO LEED VERSION 3!

15 Hours
 Updated: 2009
 Module ID 70101-09

PAPERBACK **ISBN**
 Trainee Guide: \$27 **978-0-13-602303-6**
 Instructor's Guide: \$27 **978-0-13-602304-3**

NCCERconnect **NEW!** **ISBN**
 See page 8 for details.

Trainee Guide Paperback + Access Card Package: \$27 **978-0-13-287532-5**

IG Paperback + Access Card Package: \$67 **978-0-13-286596-8**

Access Card ONLY for Trainee Guide: \$27
 (does not include print book) **978-0-13-285971-4**

ELECTRONIC Access Code ONLY for Trainee Guide: \$27
 (must be ordered electronically via OASIS; does not include print book) **978-0-13-292125-1**

Product Supplements

PowerPoint® Presentation Slides
 ISBN 978-0-13-602360-9 **\$25**

Instructor's Guide + PowerPoint® Presentation Slides
 ISBN 978-0-13-510111-7 **\$50**

See p. 69 for more information.