

Introduction:

Welcome! This is the beginning of your online HVACR training. The following module is designed to familiarize you with our online learning format. You will need to navigate through each of the tutorials in order to pass the exam at the end of this module. You will become very familiar with topics such as; identifying ways to contact key personnel, updating and locating your profile, and navigating your front page and course.

With this tutorial course a student will have a better experience throughout their online class and will have a higher likelihood of success. This will help to eliminate confusion and reduce time learning how to take the course and use all of its features.

Our goal is student success and with this module we believe we can help create a sturdy foundation for you to better utilize your online apprentice program.

Objectives:

1. Become familiar with navigating the course
2. Identify your contact people and learn how to communicate with them
3. Learn how to navigate from your frontpage and locate your grades
4. Locate your personal profile and update the information as needed

Presentation:

Below is a view of your personal front page. This will always be available to you whether you are enrolled in a course or not.

Accessing and navigating your course is the next step. First select the appropriate course from the center of your screen or under “My Courses” on the left hand side of the screen:

New to the campus?

- [Accessing my course](#)
- [My course](#)
- [Editing my profile](#)
- [The Bread-crum](#)
- [Gradebook](#)

Questions?

- [Contact my Instructor](#)
- [Contact Tech Support](#)
- [Contact Registrar](#)
- [Student Services](#)
- [Contact Bookstore](#)

My courses

- [101 HVACR Fundamentals \(member\)](#)

Welcome to the Campus Lobby!

Take a look around and don't forget to enroll into a free sample lesson below!

Program Update: Your certificate of completion will only be issued upon completing the "end of course survey"

Like Send Emily Compton, Margaret Mader and 252 others like this. - Admin Page - Insights



Have FUN Learning HVAC/R

Our programmers are working on gaming simulations to enhance your learning experience. **Check back often to see what's new!** (click image below)



News and Viewpoints

- [HVACRedu.net BLOG](#)
- [HVACRedu.net - NEWSLETTER](#)
- [The NATE Advantage](#)

Industry Certification

- [The Value of being a Certified Technician \(Video\)](#)

Articles of Interest

The State of Online Education :

A podcast by John Bourne - Sean C Foundation.
Informative presentation, of interest to everyone participating in online education.
Click to pull up the audio podcast player:
[The State of Online Education](#)

" Become a Familiar Face " - Advice on how to get hired in today's HVACR industry - by Chris Compton - CEO, HVACRedu.net

Learning Tools - Animations and Exercises

- [Heat Pump Cycle Animation](#)
- [Heat Pump Cycle Animation](#)
- [HVACR Refrigeration Gauges Inter-Active Exercise](#)
- [HVACR Refrigeration Gauges Exercise](#)
- [Refrigeration Cycle Cap-Tube Measurement Exercise](#)
- [Instructions](#)
- [Pressure Temperature Chart for Measurement](#)
- [Refrigeration System Measurement Exercise](#)
- [Electrical Exercise - Series Circuits](#)
- [Electrical Exercise - Series Circuits](#)

Contractor Service Tips -



Video and Multimedia

[Learn More About Energy Efficiency](#) - "Smart Grid" Video Clip by SCE
[Smart Grid](#) - by SCE

DuPont™ ISCEON® M099™ Training Module Retrofit R-22 Systems

Retrofit to DuPont ISCEON - M099 Refrigerant : Clip describes how to retro an R22 A/C system in 8 easy steps.

"Tech Tips" and Instructional Videos

Tech Tip - On the Job : Attic Insulation / Sealing

- [Air Conditioning and Heat Pump Basics \(Video\)](#)

Games and Learning Exercises

- [Why Be Certified Rapid Fire Game](#)
- [Fundamentals of Air Flow - Spin to Win Game](#)
- [Cooling System Troubleshooting Baseball Game](#)
- [Electrical Common Components Jeopardy Game](#)

Take a Sample Lesson

- [101 HVAC Fundamentals](#)



System Alerts

[Nightly Maintenance](#)

[SCORM / AICC](#)

Calendar

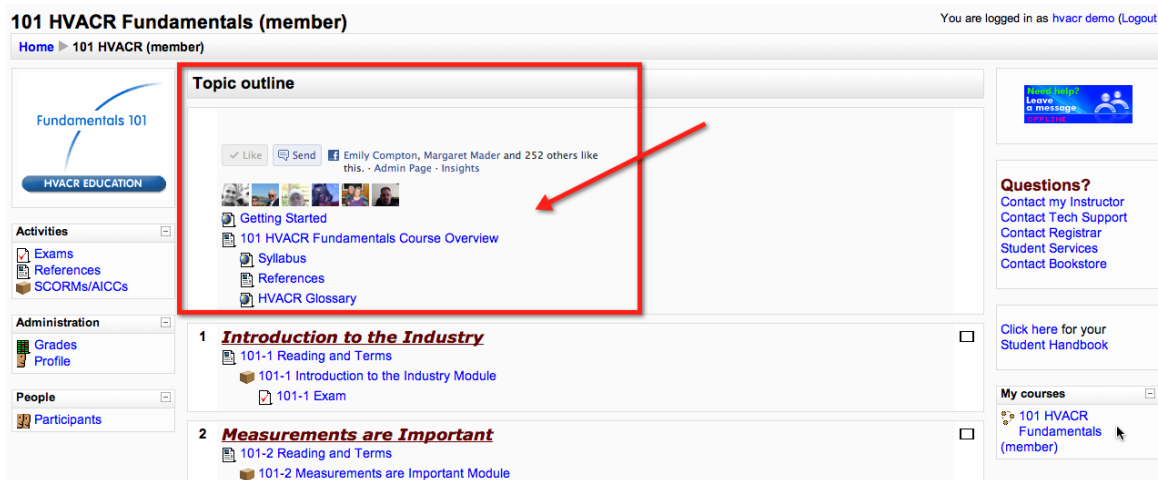
July 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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15	16	17	18	19	20	21
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29	30	31				

Navigating the Course

Upon entering, but before beginning your course you will need to make sure and read through the course orientation items located at the top of the page.

These links will answer many support questions and identify the expectations of the course as well.



The screenshot shows the course page for "101 HVACR Fundamentals (member)". The page is logged in as "hvacr demo". The "Topic outline" section is highlighted with a red box and contains the following items:

- Like
- Send
- Emily Compton, Margaret Mader and 252 others like this. · Admin Page · Insights
- Getting Started
- 101 HVACR Fundamentals Course Overview
- Syllabus
- References
- HVACR Glossary

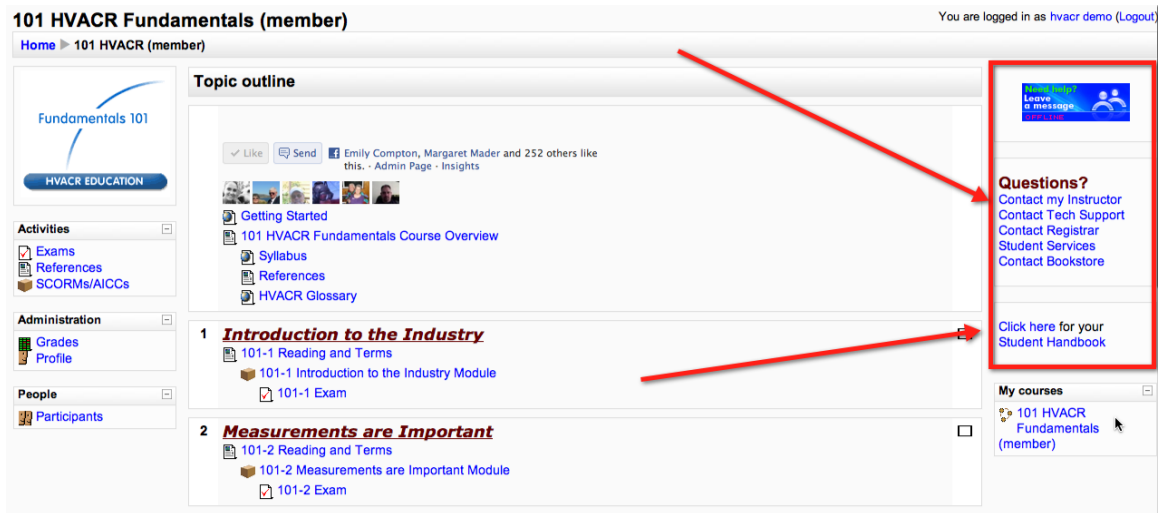
Below the "Topic outline" section, the course is organized into two main sections:

- 1 Introduction to the Industry**
 - 101-1 Reading and Terms
 - 101-1 Introduction to the Industry Module
 - 101-1 Exam
- 2 Measurements are Important**
 - 101-2 Reading and Terms
 - 101-2 Measurements are Important Module
 - 101-2 Exam

On the right side of the page, there are several navigation links:

- Leave a message
- Questions?**
 - Contact my instructor
 - Contact Tech Support
 - Contact Registrar
 - Student Services
 - Contact Bookstore
- Click here for your Student Handbook
- My courses**
 - 101 HVACR Fundamentals (member)

One more item before beginning the course is to make sure and locate the support links as well as the **Student Handbook** on the right hand side of the screen. It is crucial that you read the student handbook so that you are fully aware of your responsibilities as a student and our goal of student success. These policies are in place to ensure a quality training experience for you.



The screenshot shows the same course page as above, but with red arrows pointing to the "Questions?" and "Click here for your Student Handbook" links on the right side of the page.

The "Questions?" section includes:

- Contact my instructor
- Contact Tech Support
- Contact Registrar
- Student Services
- Contact Bookstore

The "Click here for your Student Handbook" link is located below the "Questions?" section.

Once you have visited the initial orientation links you may begin to work through the course material. All of our courses follow the same layout of 6-9 modules, each module containing a "reading and terms" link, Module Content, and module exam. The course will then end with a comprehensive final exam for the course.

1	<u>Introduction to the Industry</u>	
	 101-1 Reading and Terms	1
	 101-1 Introduction to the Industry Module	2
	 101-1 Exam	3

1.

Start by visiting the “Reading and Terms” link. This will provide you with any handouts that will be used within the module. You may open/download these handouts and also print or save to your computer. You will also find terms that you will need to know for the module. Finally, if you are using one of our recommended textbooks, you will find the reading assignments from all three. The textbook is not “required” but “recommended” for those completing a series of courses with us.

HVACR Fundamentals 101

Heat

Reading and Terms

If you are taking a single course with us the textbook is optional. If you are taking a program with us (a series of courses) the textbook is required and is normally provided to you at the beginning of the program. If you are considering taking more than one course with us we strongly recommend purchasing the supplemental textbook.

The Text Book Reading Assignments, listed on the Chart, refer to corresponding topic sections located within the selection of Textbooks we currently use on our Campus. Please select the Textbook Assignment that matches the Title and Edition that you have, or have been assigned to by your Instructor. The additional assignment listings are not mandatory and are presented as suggestions for your use as supplemental educational materials.

Text Book Reading Assignment			
101-3 Fundamentals HEAT			
Delmar 5th Ed	Delmar 6th Ed	AHRI	Special
Unit/Section	Unit/Section	Unit/Section	
1.1	1.1	4.1 , 4.2	
1.2	1.2	4.11	
1.3	1.3	6.1, 6.2	
1.4	1.4	7.5 - 7.7	
1.5	1.5	7.9 - 7.11	
1.6	1.6		
1.7	1.7		
1.8	1.8		
1.11	1.9		
2.1	1.12		
2.2	2.1		
	2.2		

Terminology: Know the definitions of the following terms

Matter	Convection	Change of State	Specific Heat	Vapor
Heat	Radiation	Latent Heat	Fusion	Solid
Conduction	Enthalpy	Sensible Heat	Liquid	Vaporization
BTU	Condensation	Superheat	Sub-cool	Cold

2.

Next, select the module to begin. This is the meat of the information and what your module exam will cover.

1 *Introduction to the Industry*

-  [101-1 Reading and Terms](#)
-  [101-1 Introduction to the Industry Module](#) 
-  [101-1 Exam](#)

Make

101 HVACR Fundamentals (member)

Home ▶ 101 HVACR (member) ▶ SCORMs/AICCs ▶ 101-1 Introduction to the Industry Module

101-1 Introduction to the Industry Module

[101-1 Introduction to the Industry](#)

Contents

- 101-1 Course Assets
- 101-1 Course Assets
 - Page 1
 - Page 2
 - Page 3
 - Page 4
 - Page 5
 - Page 6
 - Page 7

Enter

3.

Make sure to visit each page before completing your module exam. You do not want to attempt any exam until you feel you are ready to and make sure to allow yourself time to complete the exam without feeling rushed. Your time limit for the module exams is 45 minutes and they are a one-time attempt.

Your final exam for the entire course should be started only after all of the module exams are completed and after you have reviewed the course and feel prepared. The final is a one-time attempt and is a significant part of your grade. (See course syllabus to see how grades are weighted to create your final score)

6 **Air Works**

- 101-6 Reading and Terms
- 101-6 Air Works Module
 - 101-6 Make Your Fortune Game
 - 101-6 Exam
 - HVACR Online Learning Survey (Required)
 - 101 Final Exam

Locating your grades:

You can keep track of your exam grades by selecting the course you wish to view:

Your Online Learning Campus You are logged in as hvacr demo (Logout)

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[Course Master Catalog](#)

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Our programmers are working on gaming simulations to enhance your learning experience. **Check back often to see what's new!** (click image below)

Test drive the new HVACRedu.net Service Man

System Alerts
 Nightly Maintenance
 SCORM / AICC

Calendar
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29	30	31				

Select "grades" from the left hand side:

101 HVACR Fundamentals (member) You are logged in as hvacr demo (Logout)

Home ▶ 101 HVACR (member)

Activities

- Exams
- References
- SCORMs/AICCs
- Administration**
 - Grades**
 - Profile
- People
 - Participants

Topic outline

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- Getting Started
- 101 HVACR Fundamentals Course Overview
- Syllabus
- References
- HVACR Glossary

1 **Introduction to the Industry**

- 101-1 Reading and Terms
- 101-1 Introduction to the Industry Module
- 101-1 Exam

2 **Measurements are Important**

- 101-2 Reading and Terms
- 101-2 Measurements are Important Module

Questions?
[Contact my Instructor](#)
[Contact Tech Support](#)
[Contact Registrar](#)
[Student Services](#)
[Contact Bookstore](#)

[Click here for your Student Handbook](#)

My courses
 101 HVACR Fundamentals (member)

Edit your Profile:

Finally, if you need to update any of your personal contact information you may do so by first logging into the campus and then selecting your name in the upper right hand corner of the page:

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Select the "Edit profile" tab:

Your Online Learning Campus

Home ▶ hvacr demo

Jump to...

Profile Edit profile

na

Country: United States
City/town: ntb
State: Idaho
Postal Code: 83814
Cluster Type: None
Courses: [101 HVACR Fundamentals \(member\)](#)
Last access: Monday, 23 July 2012, 05:19 PM (2 mins 23 secs)

Change password

You are logged in as [hvacr demo](#) (Logout)

Home

You may then update any of information on this page. You will then scroll to the bottom and select "Update Profile":

hvacr demo

[Profile](#) [Edit profile](#)

General

[* Show Advanced](#)

First name*

Surname*

Email address*

Email display

Email activated

City/town*

Select a country*

Timezone

Preferred language

Description*

na

Path:

Picture of

Current picture None

Delete

New picture (Max size: 200MB) no file selected

Picture description

Interests

List of interests

Optional

[* Show Advanced](#)

More Address Information

State*

Postal Code*

Employer Information

Employer Name

Employer Contact

Employer Address

Employer City, State Zip

Employer Phone

Apprentice Registration Number

Apprentice Schedule

Cluster Type

NATE ID Number

BPI ID Number

Job Information

Job Title

Location

Supervisor Name

There are required fields in this form marked*.

If you ever have any questions or are not sure where to go, you may always contact us at: mentor@hvacredu.net or 888-655-4822 and one of our student services personnel would be happy to help.