

GRAYS HARBOR COLLEGE
SYLLABUS
FKLT 101, Forklift Certification Training
1 Credit

I. COURSE DESCRIPTION

Prerequisite: Concurrent enrollment in CDL 125, 135, and 141. All core CDL courses need to be completed with a grade of "C" or better.

This class provides all the necessary instruction and training required by the forklift regulation and it prepares the student for the site-specific evaluation required by regulation (the forklift code requires that all forklift operators be evaluated by the employer operating forklifts in the actual work environment). Forklift operator certification is required every three years or sooner if the operator fails the evaluation; uses unsafe behavior; or has an accident or near miss. Training is completed in one day. 1 lecture hour.

II. LEARNING OBJECTIVES

The goal of this course is to for students to meet and obtain forklift certification. To meet course standards and demonstrate his/her ability to meet the outcomes expectation of this course, Disciplinary Learning (DL-4), Literacy (L-2), Critical Thinking (CT-4), Social and Personal Responsibility (SR-2), and Information Use (IU-1)personal resources, the student will demonstrate their ability to:

- Operating procedures for forklifts (DL, CT, L, SR)
- Review of Operator safety code (CT, L, SR, IU)
- Forklift truck stability (DL, CT, IU)
- Loading and unloading, trailer security procedures. (DL, CT,SR,IU)
- Successfully pass certification test (DL,CT,L)

III. TEXTBOOKS

Forklift Operator Workbook, Ives & Associates Inc.

IV. TECHNIQUE OF INSTRUCTION

This class is conducted in a classroom and lab setting to learn and obtain forklift certification.

VI. METHOD OF EVALUATION

Assignments.....	25%
Operation Test	40%
Attendance	10%
Participation.....	25%

Student Evaluation:

- Work Habits
- Safety
- Attendance
- Attitude

Regular attendance and punctuality are necessary for students to keep pace with the course. There are no excused absences; either the student is in class or they aren't. Any student missing more than three (3) days will not receive a grade higher than a "C". More than six (6) days absences will result in a failing grade. It is the student's responsibility to keep track of their absences.

Any individual who has a documented disability, which might interfere with his or her ability to fully participate in this class may be eligible for accommodations. Feel free to contact the instructor after class or contact the Disability Support Service Program at (360) 538-4068 (toll free 1-800-562-4830, ext. 4068) or the office is located on-campus in Student Services, Room 119. Any information regarding disability will be kept confidential.