



MINNESOTA STATE

+CONNECT

## COURSE LIBRARY

This list includes all courses administered through +Connect since 2016. Please note that any trainings can run through the +Connect model, even if they have not run before or are not manufacturing-based.

### **Manufacturing Processes and Production (CMAE 1518)**

*Emphasizes Just-In-Time (JIT) manufacturing principles, basic supply chain management, communication skills, and customer service.*

### **Maintenance Awareness (CMAE 1526)**

*Introduces the concepts of Total Productive Maintenance (TPM) and preventive maintenance. Students are introduced to lubrication, electricity, hydraulics, pneumatics, and power transmission systems.*

### **Safety Awareness (CMAE 1514)**

*Introduces OSHA standards relating to personal protective equipment, hazard communication, tool safety, emergency responses, lockout/tagout, and others.*

### **Quality Practices (CMAE 1522)**

*Introduces a quality management system and its components. These include corrective actions, internal auditing of processes, and control of non-conforming product.*

### **Career Success Skills (CMAE 1528)**

*Helps individuals acquire a solid foundation in the basic skills for a successful career.*

### **Technical Math (CMAE 1502)**

*Helps individuals acquire a solid foundation in the basic skills of math/shop algebra and geometry. Demonstrates how these skills can model and solve real-world problems.*

### **Introduction to Computers (CMAE 1506)**

*Provides students with the knowledge and skills to create and format documents in Microsoft Word, Excel, Access, Powerpoint and Email/Netmail, and accurately demonstrate the use of software applications and associated computer environments.*

### **Print Reading (CMAE 1510)**

*Orients students in the basic skills and abilities required for understanding prints utilized in a manufacturing/industrial environment. The course will cover techniques of basic shop sketching and interpretation of three-dimensional drawings.*

### **Geometric Dimensioning & Tolerancing (CMAE 1542)**

*Provides foundational understanding (interpretation) of mechanical drawings using linear tolerancing and GD&T in the design, manufacture, and inspection of parts, which have geometric controls applied per national standards.*

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## **Interpreting Symbols (CMAE 1560)**

*Students will break down welding prints to develop the skills necessary to fabricate individual component parts that will make up welded structures.*

## **Practical Leadership Skills for Supervisors**

*Designed for individuals who have been promoted within their company. Expect that this course will teach you the skills to work in a cooperative manner with your staff in the new role as their supervisor.*

## **Fundamentals of Auditing**

*Provides foundational understanding of how to audit a Quality Management System (QMS) based on ISO 9001:2015 guidelines. All companies currently registered to ISO 9001:2008 will have until September 2018 to re-register to the new standard. This course can aid companies in the process.*

## **Intro to Office 365**

*Familiarizes the user with the general functionality and user interface changes from the traditional Microsoft Office application. Students will understand the importance of cloud services and how OneDrive plays a pivotal role in file and data access through Office 365. Single session course.*

