



**LAMAR INSTITUTE
OF TECHNOLOGY**

Introduction to Process Technology (PTAC 1302 2A1)

INSTRUCTOR CONTACT INFORMATION

Instructor: Tiffany Williams-Parker
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Office Phone: 409-257-0069
Office Location: ExxonMobil PATC building room 213
Office Hours: Monday and Wednesday 3:30 to 5:30 p.m. / Tuesday and Thursday 3:00 to 5:00 p.m.

CREDIT

3 Semester Credit Hours (3 hours lecture, 0 hours lab)

MODE OF INSTRUCTION

Online

PREREQUISITE/CO-REQUISITE:

None

COURSE DESCRIPTION

An introduction overview of the process industries. *This course is time-bound, structured, and completed totally online*

COURSE OBJECTIVES

Upon completion of this course, the student will be able to describe the roles, responsibilities, safety, environmental, and quality concepts associated with the work environment of a process technician.

REQUIRED TEXTBOOK AND MATERIALS

Introduction to Process Technology, Pearson (Lamar University Bookstore, or available online).

ATTENDANCE POLICY

Online class, with Blackboard course login required three times per week minimum.

DROP POLICY

If you wish to drop a course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the [Academic Calendar](#). If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

STUDENT EXPECTED TIME REQUIREMENT

For every hour in class (or unit of credit), students should expect to spend at least two to three hours per week studying and completing assignments. For a 3-credit-hour class, students should prepare to allocate approximately six to nine hours per week outside of class in a 16-week session OR approximately twelve to eighteen hours in an 8-week session. Online/Hybrid students should expect to spend at least as much time in this course as in the traditional, face-to-face class.

COURSE CALENDAR

DATE	TOPIC	READINGS (Due on this Date)	ASSIGNMENTS (Due on this Date)
Week 1&2	Course orientation	Syllabus, Netiquette link.	Quiz
Week 3	Working as teams	Chapter 8	Assignment 1, Discussion 1.
Week 4	Health, Safety, Environmental, Security.	Chapter 9 and 10	Test 1 over chapters 1 – 10.
Week 5	Basic Physics and Chemistry.	Chapter 11 and 12	Discussion 2, Assignment 2.
Week 6	Process drawings	Chapter 13	Test 2 over chapters 11- 13.
Week 7	Piping, valves, vessels, pumps.	Chapter 14, 15, 16	
Week 8	Compressors, turbines, electricity, motors	Chapters 17, 18, 19	Assignment 3
Week 9			Test 3 over chapters 14- 19.
Week 10	Heat exchangers, cooling towers.	Chapters 20 and 21	Discussion 3.
Week 11	Furnaces		Test 4 over chapters 20- 22.
Week 12	Boilers	Chapter 23	
Week 13	Distillation	Chapter 24	Test 5 over chapters 23- 24.
Week 14	Process services utilities	Chapter 25	
Week 15	Process Auxiliaries	Chapter 26	Discussion 4
Week 16	Instrumentation	Chapter 27	Test 6 over chapters 25- 27.
Week 17	Finals week		

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

- Assignments 20%
- Discussions 10%

- Tests 40%
- Final 30%

GRADING SCALE

90 – 100	A
80 – 89	B
70 – 79	C
60 – 69	D
0 – 59	F

LIT does not use +/- grading scales

ACADEMIC DISHONESTY

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution's Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

STUDENT CODE OF CONDUCT STATEMENT

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at

www.lit.edu. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

STARFISH

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ADDITIONAL COURSE POLICIES/INFORMATION

N/A