

# Team Up Academy

## Itinerary/Class Schedule

Week 1	8:00am-9:45am	9:45am-10:00am	10:00am-11:30am	11:30am-12:00pm	12:00pm-1:45pm	1:45pm-2:00pm	2:00pm-3:30pm	3:30pm-4:00pm
Day 1 ORIENTATION								
Day 2	FORKLIFT Instructor Will Herod (Classroom)	Class 1,4,5 Basics, Inspection& Maintenance	First Break	FORKLIFT Instructor Will Herod (Classroom)	Class 1,4,5 Safe Operation& Load Handling	Lunch	FORKLIFT Instructor Will Herod (Shop)	Forklift Inspections& Maintenance
Day 3	FORKLIFT Instructor Will Herod (Classroom)	Class 1,4,5 Stability Fueling& Batteries	First Break	FORKLIFT Instructor Will Herod (Classroom)	Class 2,3& Class 7 Spill Containment Video	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance
Day 4	FORKLIFT Instructor Will Herod (Classroom)	Forklift Review	First Break	FORKLIFT Instructor Will Herod (Classroom)	Forklift test	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance
Day 5	FORKLIFT Instructor Will Herod (Classroom)	Safty Videos	First Break	FORKLIFT Instructor Will Herod (Classroom)	Forklift Driving & Shop Edicate	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance
Week 2								
Day 6	SOFT SKILLS Instructor Keven Letwin (Classroom)	Getting to know you,Sexual Harassment	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Career Assessment, Wonderlie Assessment	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance
Day 7	SOFT SKILLS Instructor Keven Letwin (Classroom)	Building Resumes	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Building Resumes	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance

Day 8	SOFT SKILLS Instructor Keven Letwin (Classroom)	Building Resumes	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Building Resumes	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Box stacking	CLEAN UP
Day 9	SOFT SKILLS Instructor Keven Letwin (Classroom)	Building Resumes	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Building Resumes	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Rack loading/unloading	CLEAN UP
Day 10	SOFT SKILLS Instructor Keven Letwin (Classroom)	Final Review with students on thier resume, Warehouse Terminology	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Final Review with students on thier resume, Warehouse Terminology	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Rack loading/unloading	CLEAN UP
Week 3		8:00am-9:45am	9:45am-10:00am		10:00am-11:30am	11:30am-12:00pm		12:00pm-1:45pm	1:45pm-2:00pm		2:00pm-3:30pm	3:30pm-4:00pm
Day 11	TOOLS Instructor Will Herod (Classroom)	Tool Identification, Hand tools/Power tools &neumatic tools	First Break	TOOLS Instructor Will Herod (Classroom)	Drill,Impact Driver &Hammer Drill Use&Safty	Lunch	TOOLS Instructor Will Herod (Shop)	Practical:Hand tools/Power tools &neumatic tools	Second Break	TOOLS Instructor Will Herod (Shop)	Practical:Drill,Impact Driver &Hammer Drill	CLEAN UP
Day 12	TOOLS Instructor Will Herod (Classroom)	Impact Driver/Wench Use&Safty	First Break	TOOLS Instructor Will Herod (Classroom)	Sawzall,circular saw, &Ban saw Use&Safty	Lunch	TOOLS Instructor Will Herod (Shop)	Practical:Impact Driver/Wench	Second Break	TOOLS Instructor Will Herod (Shop)	Practical:Sawzall,circular saw, &Ban saw	CLEAN UP
Day 13	TOOLS Instructor Will Herod (Classroom)	Staple Gun &Nail Gun Use&Safty	First Break	TOOLS Instructor Will Herod (Classroom)	Die Grinder/Cut Wheel Use&Safty	Lunch	TOOLS Instructor Will Herod (Shop)	Practical:Staple Gun &Nail Gun	Second Break	TOOLS Instructor Will Herod (Shop)	Practical:Die Grinder/Cut Wheel	CLEAN UP
Day 14	SOFT SKILLS Instructor Keven Letwin (Classroom)	Saftry Orientation, Safety Signs, Safety Tape	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Company Culture,Creating a Schedule	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Truck loading/unloading	CLEAN UP
Day 15	SOFT SKILLS Instructor Keven Letwin (Classroom)	Barcode System, Precision Measurement, Measurement with Tapemeasure, Converting Fractions, Understanding Decimals	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Precision Measurement, Measurement with Tapemeasure, Converting Fractions, Understanding Decimals	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Truck loading/unloading	CLEAN UP

Week 4		8:00am-9:45am		9:45am-10:00am		10:00am-11:30am		11:30am-12:00pm		12:00pm-1:45pm		1:45pm-2:00pm		2:00pm-3:30pm		3:30pm-4:00pm	
Day 16	SOFT SKILLS Instructor Keven Letwin (Classroom)	Precision Measurement, Measurement with Tapemeasure, Converting Fractions, Understanding Decimals	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Interviewing Tips & Practice, Preparing for an Interview	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Obstacle course	CLEAN UP					
Day 17	SOFT SKILLS Instructor Keven Letwin (Classroom)	Precision Measurement, Measurement with Tapemeasure, Converting Fractions, Understanding Decimals	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Practice Interview	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Obstacle course	CLEAN UP					
Day 18	SOFT SKILLS Instructor Keven Letwin (Classroom)	Precision Measurement, Measurement with Tapemeasure, Converting Fractions, Understanding Decimals	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Practice Interview	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Obstacle course	CLEAN UP					
Day 19	SOFT SKILLS Instructor Keven Letwin (Classroom)	Precision Measurement, Measurement with Tapemeasure, Converting Fractions, Understanding Decimals	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Practice Interview	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Evaluations/Qualifications Certification Testing	CLEAN UP					
Day 20	SOFT SKILLS Instructor Keven Letwin (Classroom)	Make up Day, Practice Interview	First Break	SOFT SKILLS Instructor Keven Letwin (Classroom)	Make up Day, Practice Interview	Lunch	FORKLIFT Instructor Will Herod (Shop)	Inspections& maintenance	Second Break	FORKLIFT Instructor Will Herod (Shop)	Evaluations/Qualifications Certification Testing	CLEAN UP					
Week 5		8:00am-9:45am		9:45am-10:00am		10:00am-11:30am		11:30am-12:00pm		12:00pm-1:45pm		1:45pm-2:00pm		2:00pm-3:30pm		3:30pm-4:00pm	
Day 21	CNC Instructor Tylor Good (Shop)	Machine Safety	First Break	CNC Instructor Tylor Good (Shop)	Machine Safety	Lunch	CNC Instructor Tylor Good (Classroom)	Basic Measurement 101	Second Break	CNC Instructor Tylor Good (Classroom)	Basics of Tolerance 121	CLEAN UP					
Day 22	CNC Instructor Tylor Good (Shop)	Manual Machine Theory	First Break	CNC Instructor Tylor Good (Shop)	Manual Machine Theory	Lunch	CNC Instructor Tylor Good (Classroom)	Units of Measurements 112	Second Break	CNC Instructor Tylor Good (Classroom)	Math Fundamentals 101	CLEAN UP					

Day 23	CNC Instructor Tylor Good (Shop)	Manual Lathe Theory	First Break	CNC Instructor Tylor Good (Shop)	Manual Lathe Theory	Lunch	CNC Instructor Tylor Good (Classroom)	Math: Fractions& Decimals 111	Second Break	CNC Instructor Tylor Good (Classroom)	Algebra Fundamentals 141	CLEAN UP
Day 24	CNC Instructor Tylor Good (Shop)	Manual Lathe Set Up&Operation	First Break	CNC Instructor Tylor Good (Shop)	Manual Lathe Set Up&Operation	Lunch	CNC Instructor Tylor Good (Classroom)	Types of Prints& Engineering Drawings	Second Break	CNC Instructor Tylor Good (Classroom)	Types of Prints& Engineering Drawings	CLEAN UP
Day 25	CNC Instructor Tylor Good (Shop)	Manual Mill Set Up&Operation	First Break	CNC Instructor Tylor Good (Shop)	Manual Mill Set Up&Operation	Lunch	CNC Instructor Tylor Good (Classroom)	Speeds&Feeds	Second Break	CNC Instructor Tylor Good (Classroom)	Speeds&Feeds	CLEAN UP
Week 6	8:00am-9:45am		9:45am-10:00am	10:00am-11:30am		11:30am-12:00pm	12:00pm-1:45pm		1:45pm-2:00pm	2:00pm-3:30pm		3:30pm-4:00pm
Day 26	CNC Instructor Tylor Good (Shop)	Block 1	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Overview of Machine Tools 121	Second Break	CNC Instructor Tylor Good (Classroom)	Benchwork&Layout Operat	CLEAN UP
Day 27	CNC Instructor Tylor Good (Shop)	Speeds&Feeds	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Manual Mill Set Up 221	Second Break	CNC Instructor Tylor Good (Classroom)	Manual Mill Operation 251	CLEAN UP
Day 28	CNC Instructor Tylor Good (Shop)	Speeds&Feeds	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Engine Lathe Basics 211	Second Break	CNC Instructor Tylor Good (Classroom)	Engine Lathe Set Up 231	CLEAN UP
Day 29	CNC Instructor Tylor Good (Shop)	Inspection Room Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Job Processing	Second Break	CNC Instructor Tylor Good (Classroom)	Job Processing	CLEAN UP
Day 30	CNC Instructor Tylor Good (Shop)	Inspection Room Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Tooling&Machine Overview	Second Break	CNC Instructor Tylor Good (Classroom)	Tooling&Machine Overview	CLEAN UP
Week 7	8:00am-9:45am		9:45am-10:00am	10:00am-11:30am		11:30am-12:00pm	12:00pm-1:45pm		1:45pm-2:00pm	2:00pm-3:30pm		3:30pm-4:00pm
Day 31	CNC Instructor Tylor Good (Shop)	Inspection Room Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Cutting Processes 101	Second Break	CNC Instructor Tylor Good (Classroom)	Basic Cutting Theroy 201	CLEAN UP

Day 32	CNC Instructor Tylor Good (Shop)	Inspection Room Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Mill Tool Geometry 361	Second Break	CNC Instructor Tylor Good (Classroom)	Lathe Tool Geometry 351	CLEAN UP
Day 33	CNC Instructor Tylor Good (Shop)	Boltz	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Geometry:lines& Angles 151	Second Break	CNC Instructor Tylor Good (Classroom)	Geometry:Triangles 161	CLEAN UP
Day 34	CNC Instructor Tylor Good (Shop)	Boltz	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Circles&Polygons 171	Second Break	CNC Instructor Tylor Good (Classroom)	Circles&Polygons 171	CLEAN UP
Day 35	CNC Instructor Tylor Good (Shop)	Boltz	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Geometry	Second Break	CNC Instructor Tylor Good (Classroom)	Algebra	CLEAN UP
Week 8		8:00am-9:45am	9:45am-10:00am	10:00am-11:30am	11:30am-12:00pm	12:00pm-1:45pm			1:45pm-2:00pm		2:00pm-3:30pm	3:30pm-4:00pm
Day 36	CNC Instructor Tylor Good (Shop)	HASS Controller Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	History&Definition of CNC 202	Second Break	CNC Instructor Tylor Good (Classroom)	Introduction to CNC Machines 201	CLEAN UP
Day 37	CNC Instructor Tylor Good (Shop)	HASS Controller Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Basics of the CNC Mill 212	Second Break	CNC Instructor Tylor Good (Classroom)	Basics of the CNC Lathe 211	CLEAN UP
Day 38	CNC Instructor Tylor Good (Shop)	HASS Controller Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	CNC Specs for the Mill 220	Second Break	CNC Instructor Tylor Good (Classroom)	CNC Specs for the Lathe 225	CLEAN UP
Day 39	CNC Instructor Tylor Good (Shop)	HASS Controller Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Coordinates for the CNC Mill 222	Second Break	CNC Instructor Tylor Good (Classroom)	Coordinates for the CNC Lathe 221	CLEAN UP
Day 40	CNC Instructor Tylor Good (Shop)	HASS Controller Practice	First Break	CNC Instructor Tylor Good (Shop)	Block 1	Lunch	CNC Instructor Tylor Good (Classroom)	Machine History	Second Break	CNC Instructor Tylor Good (Classroom)	Job Processing	CLEAN UP
Week 9		8:00am-9:45am	9:45am-10:00am	10:00am-11:30am	11:30am-12:00pm	12:00pm-1:45pm			1:45pm-2:00pm		2:00pm-3:30pm	3:30pm-4:00pm

	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	First Break	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	Lunch	CNC Instructor Tylor Good (Classroom)	Offsets on CNC Mill 262	Second Break	CNC Instructor Tylor Good (Classroom)	Offsets on CNC Lathe 261	CLEAN UP
Day 41												
Day 42	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	First Break	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	Lunch	CNC Instructor Tylor Good (Classroom)	Canned Cycles for the Mill 322	Second Break	CNC Instructor Tylor Good (Classroom)	Canned Cycles for the Lathe 321	CLEAN UP
Day 43	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	First Break	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	Lunch	CNC Instructor Tylor Good (Classroom)	Basics of G Code Programming 231	Second Break	CNC Instructor Tylor Good (Classroom)	Introduction to CAD&CAM for Machining 241	CLEAN UP
Day 44	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	First Break	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	Lunch	CNC Instructor Tylor Good (Classroom)	Speeds&Feeds	Second Break	CNC Instructor Tylor Good (Classroom)	Speeds&Feeds	CLEAN UP
Day 45	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	First Break	CNC Instructor Tylor Good (Shop)	HAAS Set Up& Operation	Lunch	CNC Instructor Tylor Good (Classroom)	Shop Floor Programming	Second Break	CNC Instructor Tylor Good (Classroom)	Shop Floor Programming	CLEAN UP
Week 10		8:00am-9:45am	9:45am-10:00am	10:00am-11:30am	11:30am-12:00pm	12:00pm-1:45pm		1:45pm-2:00pm		2:00pm-3:30pm		3:30pm-4:00pm
Day 46	CNC Instructor Tylor Good (Shop)	Block 2	First Break	CNC Instructor Tylor Good (Shop)	Block 2	Lunch	CNC Instructor Tylor Good (Classroom)	Blueprint Reading 131	Second Break	CNC Instructor Tylor Good (Classroom)	Blueprint Reading 131	CLEAN UP
Day 47	CNC Instructor Tylor Good (Shop)	Sppeds&feeds	First Break	CNC Instructor Tylor Good (Shop)	Block 2	Lunch	CNC Instructor Tylor Good (Classroom)	Introduction to GD&T 301	Second Break	CNC Instructor Tylor Good (Classroom)	Introduction to GD&T 301	CLEAN UP
Day 48	CNC Instructor Tylor Good (Shop)	Sppeds&feeds	First Break	CNC Instructor Tylor Good (Shop)	Block 2	Lunch	CNC Instructor Tylor Good (Classroom)	Trigonmetry:The Pythagorean Theorem 201	Second Break	CNC Instructor Tylor Good (Classroom)	Trigonmetry:The Pythagorean Theorem 201	CLEAN UP
Day 49	CNC Instructor Tylor Good (Shop)	Shop Floor Programming	First Break	CNC Instructor Tylor Good (Shop)	Block 2	Lunch	CNC Instructor Tylor Good (Classroom)	Trigonmetry:Sine, Cosine, Tangent 211	Second Break	CNC Instructor Tylor Good (Classroom)	Trigonmetry:Sine, Cosine, Tangent 211	CLEAN UP
Day 50	CNC Instructor Tylor Good (Shop)	Shop Floor Programming	First Break	CNC Instructor Tylor Good (Shop)	Block 2	Lunch	CNC Instructor Tylor Good (Classroom)	Trigonmetry:Sine Bar Applications 221	Second Break	CNC Instructor Tylor Good (Classroom)	Trigonmetry:Sine Bar Applications 221	CLEAN UP



