Location:

Point Person:

Check-In Policy:

Dress Code Requirements:

Contact Information:

Skilled Trades Sample

2021 Teacher Externship Agenda

Day 1 – Tuesday June 29th, 2021

Main Office 8:30-9:00 AM Welcome and Overview of Program Jane Smith

Review Agenda for the day

Tour the Main Office

9:00-10:00 AM Introduction to Safety Jane Smith

Safety Videos

Safety Review of OSHA 10 Required Subjects:

Distribute:

Company t-shirt, safety vest and hard hat

10:00-10:30 AM Review of Orientation Binder Elliott Smith

10:30-11:30 AM Accounting Discussion John Smith

11:30-12:30 PM Lunch on their own

12:30-2:30 PM Revit & Bluebeam

Overview & Demonstration Ryan Smith

Focus on capabilities and how we use

them in both precon and operations

2:30 – 4:30 PM Preconstruction Discussion Belinda Smith

Review subcontractor bidding

Buyout and review of checklists and the detail

Go through one bid tab and how many items

we have to check and why it is important.

Day 2 – Wednesday June 30th, 2021

Jobsite 121

8:00-10:00 AM Meet with Project Manager or Super PM or Super

Jobsite Walk with Discussion & explanation

Of projects, challenges, etc.

10:00-11:00 AM Demonstration and discussion of PlanGrid.

11:00-12:00 PM Lunch on their own

12:00-2:00 PM Demonstration of processes & deliverables:

Punch List

Commissioning

Closeout

2:00-3:00 PM Discussion with Field Engineer

Day 3 – Thursday July 1st, 2021

Jobsite - Sand

8:00-10:00 AM Meet with Project Manager or Superintendent PM

Jobsite Walk with Discussion & explanation

of projects, challenges, etc.

10:00-11:00 AM Discussion of submittal review Field Engineer

Take either a TW and/or steel submittal

and go through the process of how we check

them and our review checklists explaining what

each item is and why it is important.

11:00-12:00 PM Lunch on their own

12:00-3:00 PM Demonstration of the following:

Field layout exercise with Theodolite / GPS

Layout/Tiltwall/Steel and how they all tie together.

And/or

Review of polished concrete, the challenges, process, etc.

SoG vs. Topping slab. Review of some typical issues on site.

checklist walkthrough, etc.