

Appendix M

MANUFACTURING YOUTH APPRENTICESHIP

MACHINING- GRINDER (UNIT 6)

Unit 6: Production Pathway

Machining- Grinder

Competency

1. Identify set up

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner locates and reviews applicable technical drawings, work orders, and/or procedures for production processing
- Learner plans sequencing, speeds, feeds, work holding devices, jigs, fixtures, and cutting fluids for piece to be processed
- Learner identifies set up needed
- Learner consults with worksite professional to verify production schedule, deadlines, and timeframes

Learning Objectives

- Describe how a processing plan is developed from a technical drawing for process, equipment, tools, and holders
- Explain how product design and production are related
- Identify terminology related to production
- List characteristics of major types of production systems
- Describe conventional machining process characteristics, major components, advantages and limitations of grinding machines
- Describe automated machining process characteristics, major components, advantages and limitations of grinding machines
- Compare and contrast conventional machining to automated machining
- Identify chip cutting theory and machineability
- Evaluate surface finish requirements and machineability of materials used at your facility
- Determine the importance of cutting fluids
- Identify types of cutting fluids and application methods
- Describe how to calculate pre-grinding tolerances

Comments:

Unit 6: Production Pathway

Machining- Grinder

Competency

2. Select tools and materials

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner selects tools and production equipment to be used
- Learner selects appropriate work holding device for work piece and machine
- Learner checks raw materials needed against work order
- Learner verifies raw material(s) meet specifications
- Learner gathers all resources needed at the workstation
- Learner notifies worksite professional of any discrepancies

Learning Objectives

- List the various tools and equipment used in production at your worksite
- Identify, name and explain the function of each specific control on machines you operate
- List typical work holding devices for each machine type
- List advantages and disadvantages for various work holding devices
- Outline applications of each tool and equipment
- Describe and demonstrate the safety requirements and safeguards for each tool and equipment
- Explain the importance of materials meeting specifications prior to processing
- Identify various types of grinders and their applications
- Describe the advantages and limitations of grinders
- Identify types of grinding wheels and their applications
- Compare bond and grit characteristics
- Interpret wheel marking systems
- Describe dust hazards

Comments:

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Competency

3. Check safety parameters

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner reviews production procedure to be used
- Learner reviews safety requirements of procedure
- Learner verifies safety equipment and any Personal Protective Equipment (PPE) needed for production process
- Learner inspects tools and work area for safety considerations
- Learner examines equipment labeling and safeguarding

Learning Objectives

- List the types of labeling used on tools and equipment at your facility to indicate whether a tool or piece of equipment is functional and safe to use
- List the situations which require you to obtain help to resolve problems with equipment or production
- List the safety rules for grinders

Comments:

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Machining- Grinder

Competency

4. Perform set up

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner assembles and adjust tools and production equipment as required
- Learner verifies production equipment is available for use and in working order
- Learner verifies production equipment is current for preventative maintenance and/or calibration
- Learner calculates correct setting controls
- Learner checks oil reserves and cutting fluid levels
- Learner sets production equipment parameters, such as speed and feed rates, as required for the procedure
- Learner installs work holding devices so they are secure, aligned, and do not interfere with the machining
- Learner mounts, dresses, and balances selected grinding wheel for the operation
- Learner sharpens punches, drill bits, and chisels
- Learner stages pieces and raw materials for production

Learning Objectives

- List the types of labeling used on tools and equipment at your facility to indicate whether a tool or piece of equipment is functional and safe to use
- Explain the purpose and importance of preventative maintenance and calibration
- List the situations which require you to obtain help to resolve problems with equipment or production
- Identify the major components of grinders and their functions
- Explain the importance of why a grinding wheel must be dressed, rung and balanced
- Identify variables for grinder speeds and feeds
- Identify set ups and adjustments for grinders

Comments:

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Machining- Grinder

Competency

5. Verify set up

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner verifies set up meets process requirements and product specifications
- Learner examines first piece/product or production run for visual and/or dimensional specification
- Learner makes adjustments to ensure piece/product meets specification if needed
- Learner verifies repeatability of set up if applicable
- Learner documents set up procedure for repeatability if applicable
- Learner documents set up procedure if required

Learning Objectives

- Define repeatability
- Describe the importance of repeatability in manufacturing

Comments:

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Machining- Grinder

Competency

6. Perform start up

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner verifies correct set up of equipment adjustments
- Learner inspects piece/product
- Learner documents start up procedure

Learning Objectives

- Describe the grinding process
- List the situations which require you to obtain help to resolve problems with equipment or production

Comments:

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Machining- Grinder

Competency

7. Operate equipment

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner wears the required Personal Protective Equipment (PPE) at all times as required for the operation of the equipment
- Learner cycles equipment
- Learner operates equipment safely in the manner required for the job task using grinder guards, eye shields, and tool rests
- Learner operates equipment according to machine requirements with correct side relief, cutting angle, and/or end relief
- Learner finish grinds all angles
- Learner monitors equipment for safe operation while operating

Learning Objectives

- Describe advantages and limitations of automated production
- List the safety rules associated with automated production systems
- List the situations which require you to obtain help to resolve problems with equipment or production
- Identify how machining processes are used to make parts and products
- Describe conventional machining processes
- Describe the motions between pieces and grinders
- Describe the techniques required to grind a piece to specified tolerance

Comments:

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Competency

8. Monitor machining product and process

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner monitors piece/product produced for specification
- Learner monitors the process and equipment for performance
- Learner adjusts the process for quality and/or productivity as needed
- Learner takes corrective actions to resolve problems as they occur
- Learner replenishes processing materials as needed
- Learner tests piece/product for function
- Learner labels pieces/products for compliance or non-compliance
- Learner documents quality control checks
- Pieces are ground to specified tolerances
- Pieces show no sign of burn marks
- Pieces are smooth and free of burrs

Learning Objectives

- List the quality checks performed as part of the production process
- Explain why products are tested for quality and function
- List the situations which require you to obtain help to resolve problems with equipment or production
- Explain why labeling and documentation are part of the quality check

Comments:

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Competency

9. Process documentation

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner documents processing data on items such as labor, quality, quantity, and time
- Learner documentation is legible
- Learner documentation is accurate

Learning Objectives

- Describe the uses of production data
Describe the importance of documenting the production process

Comments:

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Machining- Grinder

Competency

10. Shutdown machining process

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner reviews procedure to be used
- Learner stops production process
- Learner verifies all equipment is shut down safely as required
- Learner identifies any process or equipment maintenance concerns with the production run
- Learner takes corrective action to report and correct maintenance concerns

Learning Objectives

- Describe the shutdown procedures used for the specific production equipment you operate

Comments:

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Machining- Grinder

Competency

11. Clean Up

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner selects appropriate cleaning tools and equipment
- Learner cleans production tools/equipment as required
- Learner cleans work area as required
- Learner stores tools safely in proper location
- Learner stores materials in safe manner
- Learner identifies unsafe conditions and reports them promptly
- Learner takes corrective action to correct unsafe conditions
- Learner ensures that workstation is clean and clear of safety hazards
- Learner ensures workstation is organized for efficiency
- Learner disposes of waste appropriately as required by the facility

Learning Objectives

- Describe the cleaning procedures and materials used for the specific processes you perform

Comments:

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Competency

12. Use hand tools

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner taps holes to specification using hand tools
- Learner deburrs a piece to specification using hand tools
- Piece(s) meet specification

Learning Objectives

- Identify cutting and non-cutting hand tools
- Compare basic tools and tool-holding devices

Comments:

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Competency

13. Use CNC equipment

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Review plan sheet/work order for work holding devices, cutting tools, reference points, and machining sequence
- Learner develops a CNC set-up plan with appropriate program codes and coordinates
- Learner selects a part holding method
- Learner selects a reference point from a technical drawing
- Learner calculates appropriate speed and feed
- Learner selects cutting tools with correct speeds and feed
- Learner identifies program codes
- Learner writes and tests CNC program
- Learner sets machine parameters
- Learner edits program as needed
- Learner monitors and adjusts tool wear offset
- Learner machines a piece utilizing manual and CNC methods
- Pieces meet specification for both methods

Learning Objectives

- Compare the difference between manual and CNC machines
- Explain the features of CNC machining and turning centers
- Interpret the Cartesian coordinate system
- Identify program codes
- Compare and contrast characteristics, advantages and limitations of computerized machining vs. conventional and automatic machining processes including conventional EDM, wire EDM, CNC milling, and CNC turning machines
- Identify CNC tooling and types of tool changes
- Explain the use of 3 axis coordinate systems and the reference point for identification
- Contrast open and closed loop systems
- Describe G & M codes
- Describe how part geometry is analyzed to select appropriate cutting tools and fixturing devices
- Compare efficiency of machining for large production runs

Comments:

Unit 6: Production Pathway

Machining- Grinder Maintenance & Repair

Competency

1. Monitor equipment for correct operation

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner reviews equipment quality measures for trends and problems as required
- Learner compares current equipment performance to optimal equipment operations on a regular basis
- Learner reports any noted deviations from expected performance
- Learner assists worksite professional to investigate abnormal equipment conditions in a timely manner
- Learner assists worksite professional to follow up on repaired equipment to ensure that that corrective action solved the problem
- Learner documents all monitoring activities
- Learner assures that repair history is complete, current and accurate

Learning Objectives

- Identify basic approaches to maintenance
- Explain how to read and review repair history records
- Describe how trends for malfunctioning equipment might appear in production records
- List the tools and equipment at your facility that must be monitored and maintained
- Define Total Productive Maintenance (TPM)
- Describe how monitoring and diagnostic device are used to find out which equipment is operating correctly

Comments:

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Machining- Grinder Maintenance & Repair

Competency

2. Assist with the identification and diagnosis of equipment problems

Performance Standard Condition

Competence will be demonstrated

- at the worksite
- while assisting worksite professional

Performance Standard Criteria

- Learner ensures that equipment is properly labeled and pulled from production use
- Learner locates and interprets technical drawings for the equipment and process that is under investigation
- Learner locates the equipment reference materials and manuals
- Learner reviews previous preventative maintenance and repair history records on the equipment under investigation
- Learner assists worksite professional to identify the components to be checked for proper operation
- Learner ensures that appropriate safety devices and personal protective equipment are in place prior to diagnosis
- Learner ensures that all labeling and Lock Out/Tag Out procedures are in place prior to diagnosis
- Learner follows all safety requirements and wears appropriate Personal Protective Equipment (PPE) as required
- Learner assists the worksite professional to take appropriate readings using meters and testing equipment
- Learner assists the worksite professional in locating and determining the cause of the problems reported
- Learner assists worksite professional to match suggested remedies with problems for the inoperative systems
- Learner documents testing and evaluation
- Learner ensures that equipment is properly labeled and pulled from production use until repair

Learning Objectives

- Describe the most common causes of tool/equipment failure in your facility
- Explain the meaning of common alarms on equipment at your facility
- Compare what equipment and equipment material are recyclable and what is not at your facility
- Describe the purpose, function, and components of diagnostic testing equipment used in your facility
- Describe electrical systems reliability issues including power supply connections, operations, series & parallel circuit function, circuit breaker function, electric motor control, and power overload
- Describe pneumatic system reliability issues including pressure gage readings, conductors, connectors, seals, gaskets, packing, quick-connect fittings, pneumatic cylinder and motor operations, air muffler operations, actuator power output, and pressure regulator operations
- Describe hydraulic system reliability issues including seals, gaskets, packing, and hydraulic fluids
- Describe automated machine reliability issues including computerized control processes, logic control circuits, solenoid-operated fluid power valves, electromechanical limit switches, time delay devices, manual controls, and interlock circuits
- Describe proper function of bearings and couplings and their reliability issues including functioning of transmission equipment, and bearings, shafts, & couplings functions
- Explain how to match bearing number nomenclature to bearing type
- Describe proper functioning of belts and chains and their reliability issues including belt drive, chain drive and roller chain drive functions

Comments:

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Machining- Grinder Maintenance & Repair

Competency

3. Perform routine preventative maintenance

Performance Standard Condition

Competence will be demonstrated

- at the worksite

Performance Standard Criteria

- Learner performs preventative maintenance (PM) according to facility schedule
- Learner communicates PM to production
- Learner assures that alternative equipment is available if needed by production
- Learner gathers supplies to perform PM
- Learner ensures that equipment is properly labeled and pulled from production use
- Learner follows appropriate Lock Out/Tag Out procedures prior to performing PM
- Learner follows all safety requirements and wears appropriate Personal Protective Equipment (PPE) as required
- Learner performs all required housekeeping tasks to maintain production schedule
- Learner assists worksite professional to follow PM schedule to calibrate and maintain equipment, tools and workstations
- Learner lubricates machine tools
- Learner checks machine guards
- Learner re-qualifies equipment for operation
- Learner documents preventative actions taken

Learning Objectives

- Describe the different types of lubricants, their uses, storage, and disposal requirements
- Discuss how to use a viscosimeter and grease gun
- Describe how diagrams schematics, equipment manuals, and equipment specifications to determine the schedule and process for PM
- Explain how to analyze bearings as to type and application
- Discuss the need to prevent contamination of fluids and bearings

Comments:

Unit 6: Production Pathway

Machining- Grinder Maintenance & Repair

Competency

4. Assist with routine repair maintenance

Performance Standard Condition

Competence will be demonstrated

- at the worksite
- while assisting worksite professional

Performance Standard Criteria

- Learner identifies equipment problems through malfunction or production or quality indicators
- Learner communicates repair needs to applicable parties
- Learner assures that alternative equipment is available if needed by production
- Learner consults worksite professionals, maintenance manuals, and equipment history to diagnose possible equipment problems
- Learner gathers supplies to perform repair
- Learner ensures that equipment is properly labeled and pulled from production use
- Learner follows appropriate Lock Out/Tag Out procedures prior to performing repair
- Learner follows all safety requirements and wears appropriate Personal Protective Equipment (PPE) as required
- Learner assists worksite professional to isolate system and component failure and to repair equipment problems
- Learner assists worksite professional to identify root cause of problem and develop corrective action plan
- Learner replaces bearings and/or couplings as needed
- Learner replaces belts and/or chains as needed
- Learner assists worksite professional to re-qualify equipment for operation
- Learner documents repairs completed
- Learner evaluates repair work through follow up

Learning Objectives

- Describe how diagrams schematics, equipment manuals, and equipment specifications to determine repair
- Discuss the need to prevent contamination of fluids and bearings

Comments:

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Machining- Grinder Maintenance & Repair

Competency

5. Assist with maintenance communication

Performance Standard Condition

Competence will be demonstrated

- at the worksite
- while assisting worksite professional

Performance Standard Criteria

- Learner verifies all internal and external communication with appropriate parties in a timely manner
- Learner communicates maintenance and repair needs clearly
- Learner uses the correct reporting formats for communication
- Learner documents maintenance and repair activities accurately
- Learner reports back and documents any maintenance and repair issues in a timely manner
- Investigations are complete, timely, and include indication of root cause
- Maintenance communication is timely and accurate
- Maintenance communication is documented

Learning Objectives

- Discuss how to schedule repair and maintenance functions with respect to production requirements and production levels
- Explain how communication for repair and maintenance issues demonstrates a knowledge of customer and business needs
- List the parties that need to be involved of repair and maintenance issues
- Describe the importance of documenting communications

Comments: