

VIDEO USER GUIDE

2020 Ultimate Video Training Library

Total Play Time: [208:22:20]



The best way to understand the concepts in this program is to use the videos along with the textbook. The videos contain explanations and commentary from a panel of experts that expand on the concepts in the textbook and help you understand the application of the topics in real-world situations. Whether you're a visual or an auditory learner, watching these videos will enhance your knowledge and understanding.

- Watch the videos sequentially and follow along with the textbook. Stop and review any section that you don't understand.
- Pay special attention to the detailed instructional graphics.
- Work through the questions in your textbook to test your comprehension.



Understanding Electrical Theory

For NEC® Applications



VIDEO USER GUIDE

Play Time Total 23:04:17

	<u>Play Time</u>	<u>Book Page #</u>
Introduction	[0:24:54]	
CHAPTER 1 – ELECTRICAL FUNDAMENTALS	[2:37:58]	page 1
Unit 1 – Atomic Structure	[0:54:44]	
Unit 2 – Electron Theory and Chemical Bonding	[0:42:12]	
Unit 3 – Electrical Circuits and Power Sources	[0:36:21]	
Unit 4 – The Electrical System.....	[0:24:19]	
CHAPTER 2 – USES AND DANGERS OF ELECTRICITY	[2:18:39]	page 33
Unit 5 – Uses of Electricity	[1:04:45]	
Unit 6 - Dangers of Electricity	[1:13:27]	
CHAPTER 3 – MAGNETISM AND ELECTROMAGNETISM	[1:22:20]	page 55
Unit 7 - Basics of Magnetism	[0:24:28]	
Unit 8 – Electromagnetism	[0:30:47]	
Unit 9 - Uses of Electromagnetism	[0:26:07]	
CHAPTER 4 – MATHEMATICS	[0:59:57]	page 71
Unit 10 – Basic Math.....	[0:42:55]	
Unit 11 - Trigonometry	[0:15:54]	
CHAPTER 5 – OHM’S LAW AND WATT’S LAW	[1:01:03]	page 91
Unit 12 – Ohm’s Law	[0:41:29]	
Unit 13 – Watt’s Law.....	[0:19:19]	
CHAPTER 6 – ELECTRICAL CIRCUIT TYPES.....	[1:37:37]	page 107
Unit 14 - Series Circuits	[0:41:22]	
Unit 15 - Parallel Circuits	[0:40:30]	
Unit 16 - Series-Parallel Circuits	[0:14:01]	

CHAPTER 7 – ALTERNATING CURRENT	[3:36:14].....	page 137
Unit 17 - Alternating Current Fundamentals.....	[1:39:07]	
Unit 18 – Inductance.....	[0:30:48]	
Unit 19 – Capacitance	[0:33:14]	
Unit 20 – True Power, Power Factor, and Apparent Power	[0:52:02]	
CHAPTER 8 – MOTORS, GENERATORS, RELAYS, AND TRANSFORMERS	[3:10:08].....	page 177
Unit 21 - Motors	[0:57:20]	
Unit 22 – Generators	[0:34:26]	
Unit 23 – Relays.....	[0:12:42]	
Unit 24 – Transformers.....	[1:25:23]	
CHAPTER 9 – ELECTRICAL CIRCUIT TYPES.....	[4:15:56].....	page 215
Unit 25 – Overcurrent Protection.....	[2:51:48]	
Unit 26 – GFCIs, GFPEs, AFCIs, and SPDs.....	[1:23:08]	
CHAPTER 10 – GENERAL KNOWLEDGE	[1:45:08].....	page 241
Unit 27 – Wire Resistance and Voltage Drop.....	[0:40:28]	
Unit 28 – Multiwire Circuits	[0:47:18]	
Unit 29 – The Formula Wheel	[0:16:26]	



Understanding Basic Motor Controls

VIDEO USER GUIDE

Play Time Total 6:24:54



	<u>Play Time</u>	<u>Book Page #</u>
Introduction	[0:13:29]	
CHAPTER 1 – ELECTRICAL FUNDAMENTALS	[1:25:51]	page 1
Unit 1 – Basic Principles of Motor Controls	[0:19:08]	
Unit 2 – Definitions, Abbreviations, and Symbols	[0:04:19]	
Unit 3 – Common Control Equipment, Devices, and Symbols	[1:02:24]	
CHAPTER 2 – MOTOR CONTROLS & SCHEMATICS	[3:16:25]	 page 43
Unit 4 – Components of Control Circuit Schematics	[0:17:46]	
Unit 5 – Magnetic Control	[0:33:06]	
Unit 6 – Magnetic Motor Starters.....	[0:30:45]	
Unit 7 – Basic Control Circuits	[0:59:56]	
Unit 8 – Overcurrent Protection for Control Circuits	[0:21:30]	
Unit 9—Indicator Lights and Illuminated Pushbuttons	[0:13:48]	
Unit 10—Selector Switches and Truth Tables	[0:19:34]	
CHAPTER 3 – REVERSING CONTROLS	[0:53:51]	 page 127
Unit 11—Reversing Controls for 3-Phase Motors.....	[0:26:17]	
Unit 12— not covered in video--		
Unit 13—Reversing Controls with Limit Switches for		
3-Phase Motors	[0:19:51]	
Unit 14—Single-Phase Reversing	[0:07:43]	
CHAPTER 4 – CONTROLS FOR MULTIPLE MOTORS.....	[0:10:19]	 page 165
Unit 15—Sequence Controls.....	[0:08:53]	
Unit 16—Master Stop Function	[0:01:26]	
ANNEX A – MISCELLANEOUS REQUIREMENTS	[0:24:59]	 page 181



Power Quality

VIDEO USER GUIDE

Play Time Total 4:26:34



Power Quality Video Play Time

	<u>Play Time</u>	<u>Book Page #</u>
TEAM AND DEDICATION.....	[0:07:33]	
CHAPTER 1 - INTRODUCTION	[0:05:53]	page 1
CHAPTER 2 - THEORY	[0:08:18]	page 5
CHAPTER 3 - ALTERNATING CURRENT	[0:47:54]	page 11
CHAPTER 4 - NEUTRAL CONDUCTOR	[0:10:37]	page 33
CHAPTER 5 - HARMONICS	[0:22:57]	page 41
CHAPTER 6 - VOLTAGE DISTURBANCES.....	[0:42:14]	page 53
CHAPTER 7 - VOLTAGE WINDOW.....	[0:07:48]	page 65
CHAPTER 8 - ELECTRICAL NOISE	[0:09:16]	page 69
CHAPTER 9 - GROUNDING AND BONDING	[0:53:05]	page 77
CHAPTER 10 - POWER QUALITY ISSUES.....	[0:50:59]	page 95

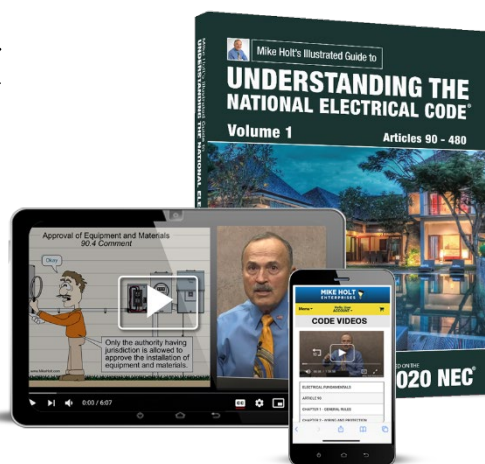


Understanding the NEC Volume 1

Based on the 2020 NEC®

VIDEO USER GUIDE

Play Time Total 30:12:42



	<u>Play Time</u>	<u>Book Page #</u>
ARTICLE 90 – INTRODUCTION TO THE NATIONAL ELECTRICAL CODE	[1:16:43]	page 7
CHAPTER 1 – GENERAL RULES	[5:35:50]	page 19
Article 100—Definitions	[1:55:47]	
Article 110—Requirements for Electrical Installations	[3:40:03]	
CHAPTER 2 – WIRING AND PROTECTION	[3:37:23]	page 101
Article 200—Use and Identification of Neutral Conductors.....	[0:49:56]	
Article 210—Branch Circuits	[3:02:25]	
Article 215—Feeders	[0:08:57]	
Article 220—Branch-Circuit, Feeder, and Service Load Calculations.....	[0:02:21]	
Article 225—Outside Branch Circuits and Feeders	[0:23:15]	
Article 230—Services.....	[0:01:31]	
Article 240—Overcurrent Protection	[0:41:54]	
CHAPTER 3—WIRING METHODS AND MATERIALS [13:23:19].....	page 323	
Article 300—General Requirements for Wiring Methods and Materials.....	[3:04:53]	
Article 310—Conductors for General Wiring.....	[0:36:15]	
Article 312—Cabinets, Cutout Boxes, and Meter Socket Enclosures.....	[0:26:49]	
Article 314—Outlet, Device, Pull, and Junction Boxes, Conduit Bodies, and Handhole Enclosures.....	[1:03:31]	
Article 320—Armored Cable (Type AC).....	[0:24:01]	
Article 330—Metal-Clad Cable (Type MC)	[0:25:42]	
Article 334—Nonmetallic-Sheathed Cable (Type NM)	[0:36:16]	

	<u>Play Time</u>	<u>Book Page #</u>
Article 336—Power and Control Tray Cable (Type TC).....	[0:05:03]	
Article 338—Service-Entrance Cable (Types SE and USE)	[0:08:17]	
Article 340—Underground Feeder and Branch-Circuit Cable (Type UF)	[0:09:57]	
Article 342—Intermediate Metal Conduit (Type IMC)	[1:13:55]	
Article 344—Rigid Metal Conduit (Type RMC).....	[0:50:59]	
Article 348—Flexible Metal Conduit (Type FMC).....	[0:31:26]	
Article 350—Liquidtight Flexible Metal Conduit (Type LFMC).....	[0:21:03]	
Article 352—Rigid Polyvinyl Chloride Conduit (Type PVC)	[0:37:04]	
Article 356—Liquidtight Flexible Nonmetallic Conduit (Type LFNC)	[0:19:20]	
Article 358—Electrical Metallic Tubing (Type EMT)	[0:15:14]	
Article 362—Electrical Nonmetallic Tubing (Type ENT)	[0:26:43]	
Article 376—Metal Wireways	[0:33:29]	
Article 380—Multioutlet Assemblies.....	[0:11:09]	
Article 386—Surface Metal Raceways	[0:06:32]	
Article 392—Cable Trays.....	[0:55:41]	

CHAPTER 4—EQUIPMENT FOR GENERAL USE [6:19:27] page 505

Article 400—Flexible Cords and Flexible Cables	[0:47:47]
Article 404—Switches.....	[1:06:12]
Article 406—Receptacles, Cord Connectors, and Attachment Plugs	[1:09:15]
Article 408—Switchboards, Switchgear, and Panelboards.....	[0:50:25]
Article 410—Luminaires, Lampholders, and Lamps	[0:50:28]
Article 411—Low-Voltage Lighting	[0:08:49]
Article 422—Appliances.....	[0:13:16]
Article 424—Fixed Electric Space-Heating Equipment	[0:11:24]
Article 430—Motors, Motor Circuits, and Controllers	[0:20:15]
Article 440—Air-Conditioning and Refrigeration Equipment..	[0:09:14]
Article 445—Generators	[0:17:44]
Article 450—Transformers and Transformer Vaults.....	[0:14:38]

Bonding & Grounding

Based on the 2020 NEC®

VIDEO USER GUIDE

Play Time Total 31:12:06



	<u>Play Time</u>	<u>Book Page #</u>
SECTION I – ELECTRICAL FUNDAMENTALS	[1:09:43]	page 7
Unit 1 – Matter	[0:21:20]	
Unit 2 – Electron Theory	[0:04:45]	
Unit 3 – Sources, Uses, and Dangers of Electricity	[0:13:23]	
Unit 4 – Circuit Protective Devices	[0:30:15]	
SECTION II – NEC RULES FOR BONDING AND		
GROUNDING	[0:28:50]	page 47
Article 90—Introduction to the National Electrical Code	[0:28:50]	
CHAPTER 1 – GENERAL RULES	[1:06:56]	page 59
Article 100—Definitions	[1:06:56]	
CHAPTER 2 – WIRING AND PROTECTION	[10:48:01]	page 97
Article 250—Grounding and Bonding - 250.1 to 250.54	[4:45:50]	
Article 250—Grounding and Bonding - 250.62 to 250.148	[4:00:56]	
Article 250—Grounding and Bonding - Sizing	[2:01:15]	
CHAPTER 3—WIRING METHODS AND MATERIALS [0:54:11]	page 193	
Article 300—General Requirements for Wiring Methods		
and Materials	[0:12:38]	
Article 314—Outlet, Device, Pull, and Junction Boxes, Conduit		
Bodies, and Handhole Enclosures	[0:05:21]	
Article 320—Armored Cable (Type AC)	[0:04:35]	
Article 330-Metal-Clad Cable (Type MC)	[0:06:14]	
Article 334-Nonmetallic-Sheathed Cable (Type NM)	[0:00:39]	
Article 348—Flexible Metal Conduit (Type FMC)	[0:02:18]	
Article 350—Liquidtight Flexible Metal Conduit		
(Type LFMC)	[0:00:52]	

	<u>Play Time</u>	<u>Book Page #</u>
Article 356—Liquidtight Flexible Nonmetallic Conduit (Type LFNC)	[0:07:28]	
Article 358—Electrical Metallic Tubing (Type EMT)	[0:01:13]	
Article 362—Electrical Nonmetallic Tubing (Type ENT)	[0:02:19]	
Article 386—Surface Metal Raceways	[0:03:35]	
Article 392—Cable Trays.....	[0:04:05]	
CHAPTER 4—EQUIPMENT FOR GENERAL USE	[0:27:50]	page 231
Article 404—Switches.....	[0:03:31]	
Article 406—Receptacles, Cord Connectors, and Attachment Plugs (Caps)	[0:05:50]	
Article 408—Switchboards, Switchgear, and Panelboards.....	[0:09:02]	
Article 410—Luminaires, Lampholders, and Lamps	[0:04:59]	
Article 440—Air-Conditioning and Refrigeration Equipment..	[0:03:07]	
Article 450—Transformers	[0:01:21]	
CHAPTER 5—SPECIAL OCCUPANCIES.....	[1:11:24]	page 251
Article 517—Health Care Facilities	[0:16:10]	
Article 547—Agricultural Buildings.....	[0:23:23]	
Article 555—Marinas, Boatyards, and Docking Facilities	[0:31:51]	
CHAPTER 6—SPECIAL EQUIPMENT	[1:35:10]	page 277
Article 680—Swimming Pools, Spas, Hot Tubs, Fountains, and Similar Installations	[1:27:30]	
Article 690—Solar Photovoltaic (PV) Systems	[0:07:40]	

Understanding the NEC Volume 2

Based on the 2020 NEC®

VIDEO USER GUIDE

Play Time Total 16:33:20



2020 Understanding the NEC Volume 2 Video Play Time

	<u>Play Time</u>	<u>Book Page #</u>
CHAPTER 5 – SPECIAL OCCUPANCIES	[5:31:03]	page 101
Article 500—Hazardous (Classified) Locations.....	[1:08:19]	
Article 501—Class I Hazardous (Classified) Locations.....	[1:18:36]	
Article 502—Class II Hazardous (Classified) Locations	[0:19:13]	
Article 503—Class III Hazardous (Classified) Locations.....	[0:10:46]	
Article 511—Commercial Garages, Repair and Storage.....	[0:18:18]	
Article 517—Health Care Facilities	[0:44:05]	
Article 547—Agricultural Buildings.....	[0:19:21]	
Article 555—Marinas, Boatyards, and Docking Facilities	[0:48:16]	
Article 590—Temporary Installations	[0:23:51]	
CHAPTER 6 – SPECIAL EQUIPMENT	[6:01:08]	page 209
Article 600—Electric Signs and Outline Lighting.....	[1:10:33]	
Article 604—Manufactured Wiring Systems	[0:05:39]	
Article 620—Elevators, Escalators, and Moving Walks	[0:24:38]	
Article 625—Electric Vehicle Power Transfer System.....	[0:21:49]	
Article 680—Swimming Pools, Spas, Hot Tubs, Fountains, and Similar Installations.....	[3:08:23]	
Article 690—Solar Photovoltaic (PV) Systems	[0:02:07]	
Article 695—Fire Pumps.....	[0:47:59]	
CHAPTER 7 – SPECIAL CONDITIONS.....	[4:22:10]	page 343
Article 700—Emergency Systems	[1:04:55]	
Article 701—Legally Required Standby Systems	[0:12:42]	
Article 702—Optional Standby Systems	[0:07:34]	

	<u>Play Time</u>	<u>Book Page #</u>
Article 725—Remote-Control, Signaling, and Power-Limited Circuits	[2:44:54]	
Article 760—Fire Alarm Systems.....	[0:07:51]	
Article 770—Optical Fiber Cables.....	[0:04:14]	
 CHAPTER 8 – COMMUNICATIONS SYSTEMS.....	[0:38:59]	 page 449
Article 800—General Requirements for Communications Systems	[0:11:29]	
Article 805—General Requirements for Communications Circuits.....	[0:00:46]	
Article 810—Radio and Television Antenna Equipment	[0:14:07]	
Article 820—Community Antenna Television (CATV) and Radio Distribution Systems (Coaxial Cable)	[0:12:37]	

Solar Photovoltaic and Energy Storage Systems

Based on the 2020 NEC®

VIDEO USER GUIDE

Play Time Total 15:14:53



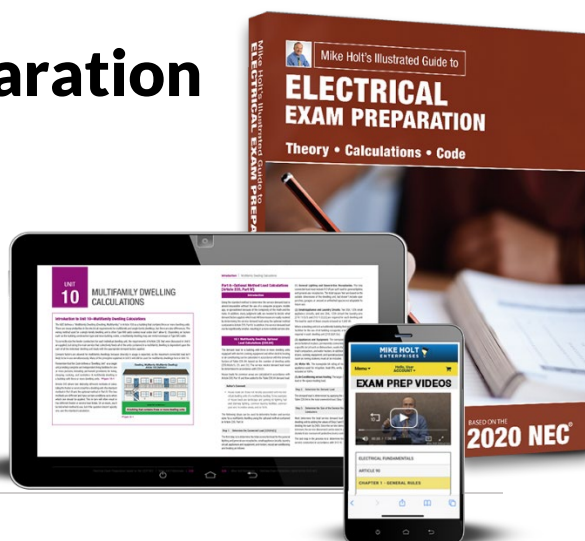
	<u>Play Time</u>	<u>Book Page #</u>
CHAPTER 1 – GENERAL RULES	[4:16:13]	page 15
Article 100—Definitions.....	[0:36:09]	
Article 110—Requirements for Electrical Installations.....	[3:40:04]	
CHAPTER 6 – SPECIAL EQUIPMENT	[6:28:51]	page 447
Article 690—Solar Photovoltaic (PV) Systems - Introduction	[0:08:18]	
Article 690—Part I - Part II, 690.1 – 690.12.....	[3:44:14]	
Article 690—Part III – Part VII, 690.13 – 690.71	[2:36:19]	
CHAPTER 7 – SPECIAL CONDITIONS.....	[4:29:49]	page 487
Article 706—Energy Storage Systems.....	[0:37:48]	
Article 705—Interconnected Electric Power Production		
Sources.....	[3:24:36]	
Article 710—Stand-Alone Systems	[0:28:25]	

Electrical Exam Preparation

Based on the 2020 NEC®

Master Calculations VIDEO USER GUIDE

Play Time Total 24:53:54



2020 Electrical Exam Preparation Video Play Time

	<u>Play Time</u>	<u>Book Page #</u>
INTRODUCTION.....	[0:08:20]	
CHAPTER 2 – NEC CALCULATIONS.....		page 123
Unit 5—Raceway and Box Calculations.....	[3:33:41]	page 125
Part A—Raceway Sizing	[2:05:48]	
Part B—Outlet Box Fill	[1:00:13]	
Part C—Pull Boxes, Junction Boxes, and Conduit Bodies	[0:27:38]	
Unit 6—Conductor Sizing and Protection Calculations.....	[4:46:02]	page 167
Part A—Conductor Requirements	[1:44:46]	
Part B—Conductor Ampacity.....	[3:01:16]	
Unit 7—Motor, Air-Conditioning, and Transformer Calculations.....	[4:29:58]	page 215
Part A—Motor Calculations.....	[3:14:28]	
Part B—Air-Conditioning Calculations	[0:14:31]	
Part C—Transformer Calculations.....	[1:00:59]	
Unit 8—Voltage-Drop Calculations	[3:21:28]	page 265
Part A—Conductor Resistance Calculations.....	[1:15:47]	
Part B—Voltage-Drop Considerations	[1:48:27]	
Unit 9—Dwelling Unit Calculations	[2:52:47]	page 299
Part A—Optional Method Load Calculations [Article 220, Part IV]	[1:18:17]	
Part B—Standard Method Load Calculations [Article 220, Part III]	[1:13:18]	
Part C—Neutral Load Calculations.....	[0:21:11]	

	<u>Play Time</u>	<u>Book Page #</u>
Unit 10—Multifamily Dwelling Calculations	[2:48:11]	 page 335
Part A—Optional Method Load Calculations		
[Article 220, Part IV]	[0:24:41]	
Part B—Standard Method Load Calculations		
[Article 220, Part III]	[1:41:00]	
Part C—Neutral Load Calculations	[0:42:29]	
Unit 11—Commercial Calculations	[2:53:27]	 page 375
Part A—General	[1:43:02]	
Part B—Examples	[0:20:03]	
Part C—Optional Method—New Restaurant Feeder/Service		
Load Calculations	[0:25:35]	
Part D—Welders	[0:24:47]	

Changes to the National Electrical Code

Based on the 2020 NEC®

VIDEO USER GUIDE

Play Time Total 20:48:00



	<u>Play Time</u>	<u>Book Page #</u>
ARTICLE 90 - INTRODUCTION	[0:52:59]	page 11
CHAPTER 1 – GENERAL RULES	[2:12:23]	page 15
Article 100—Definitions	[0:01:52]	
Article 110—Requirements for Electrical Installations	[1:10:31]	
CHAPTER 2—WIRING AND PROTECTION	[4:39:56]	page 49
Article 210—Branch Circuits	[3:10:00]	
Article 215—Feeders	[0:07:19]	
Article 220—Branch-Circuit, Feeder, and Service Load Calculations	[0:25:45]	
Article 225—Outside Branch Circuits and Feeders	[0:03:40]	
Article 230—Services	[0:44:24]	
Article 240—Overcurrent Protection	[0:08:08]	
Article 242—Overvoltage Protection	[0:00:40]	
Article 250—Grounding and Bonding	[1:43:04]	
CHAPTER 3—WIRING METHODS AND MATERIALS	[2:28:25]	page 179
Article 300—General Requirements for Wiring Methods and Materials	[0:25:45]	
Article 310—Conductors for General Wiring	[1:04:33]	
Article 312—Cabinets	[0:12:23]	
Article 314—Outlet, Device, Pull, and Junction Boxes, and Handhole Enclosures	[0:35:31]	
Article 320 - Armored Cable: Type AC	[0:10:13]	



	<u>Play Time</u>	<u>Book Page #</u>
CHAPTER 4—EQUIPMENT FOR GENERAL USE.....	[1:38:16]	page 255
Article 400—Flexible Cords and Flexible Cables	[0:05:46]	
Article 404—Switches.....	[0:19:05]	
Article 406—Receptacles, Cord Connectors, and Attachment Plugs (Caps)	[0:33:25]	
Article 408—Switchboards, Switchgear, and Panelboards.....	[0:18:54]	
Article 410—Luminaires, Lampholders, and Lamps	[0:20:56]	
Article 422—Appliances.....	[0:37:52]	
Article 424—Fixed Electric Space Heating	[0:09:22]	
Article 440—Air-Conditioning and Refrigerating Equipment..	[0:09:33]	
Article 445—Generators	[0:21:22]	
Article 450—Transformers	[0:01:02]	
CHAPTER 5—SPECIAL OCCUPANCIES	[1:46:55]	page 327
Article 517—Health Care Facilities	[0:46:16]	
Article 555—Marinas, Boatyards, Floating Buildings, and Docking Facilities	[0:59:27]	
Article 590—Temporary Installations	[0:01:12]	
CHAPTER 6—SPECIAL EQUIPMENT.....	[2:31:34]	page 381
Article 600—Electric Signs and Outline Lighting.....	[0:02:16]	
Article 625—Electric Vehicle Power Transfer System.....	[0:17:00]	
Article 680—Swimming Pools, Spas, Hot Tubs, Fountains, and Similar Installations	[1:59:07]	
Article 695—Fire Pumps.....	[0:13:11]	
CHAPTER 7—SPECIAL CONDITIONS.....	[0:12:33]	page 471
Article 700—Emergency Systems	[0:04:21]	
Article 702—Optional Standby Systems	[0:08:12]	
CHAPTER 8—COMMUNICATIONS SYSTEMS.....	[0:06:22]	page 545
Article 800—General Requirements for Communications Systems.....	[0:01:57]	
Article 805—Communications Circuits	[0:04:25]	



Business Management Skills

VIDEO USER GUIDE

Play Time Total 3:21:47



Business Management Skills Video Play Time

Please note that this video was made by Mike Holt as part of a business management live event. While some of the topics discussed might be covered in the Business Management Skills textbook, it was recorded as an independent video, not relating directly to the textbook, but is a supplement to it.

Life Skills

The Art and Science of Achieving Success



VIDEO USER GUIDE

Play Time Total [13:24:28]

	<u>Play Time</u>	<u>Book Page #</u>
INTRODUCTION	[0:12:23]	
LEVEL 1 – BASIC SKILLS	[4:56:37]	page 3
Attitude, Balance, Change, Character, Coach and Mentor, Communication, Conduct, Continuous Learning, Entitlement, Fear, Forgiving, Gut Feeling, Healthy Lifestyle, Image, Inadequate Feelings, Life, Money Management, “No”, Organized, peer Pressure, Relationships, Resolving Differences, Risk-Taking, Sensitive People, Spirituality, Work Ethic		
DAY 1 SUMMARY	[1:15:02]	
LEVEL 2 – ESSENTIAL SKILLS	[2:15:00]	page 111
Conflict Management, Failure, Intimidation, Pareto’s Principle—the 80/20 Rule, Peter Principle, Planning, Problem-Solving, Teachable		
LEVEL 3 – ADVANCED SKILLS	[02:17:43]	page 147
Assuming Responsibility, Creativity and Innovation, Decision-Making, Delegation, Efficiency, Goal Setting, Motivation, Reputation, Self- Confidence, Teamwork, Time Management		
LEVEL 4 – COMPOUND SKILLS	[0:57:44]	page 195
Continuous Improvement, Happiness, Leadership, Leadership Style, memberships, Procrastination, Self-Awareness		
LEVEL 5 – COMPLEX SKILLS	[0:51:32]	page 227
Achievement, Crisis Management, Immediate Action, Overwhelmed, Prepared, Stress		
FINAL THOUGHTS	[0:36:27]	

Electrical Estimating

VIDEO USER GUIDE

Play Time Total 10:30:35



	<u>Play Time</u>	<u>Book Page #</u>
CHAPTER 1 - INTRODUCTION	[1:07:40]	page 1
CHAPTER 2 - ABOUT ESTIMATING.....	[1:15:55]	page 23
CHAPTER 3 - UNDERSTANDING LABOR UNITS	[2:03:42]	page 49
CHAPTER 4 - THE ESTIMATING PROCESS	[1:25:24]	page 83
CHAPTER 5 - DETERMINING BREAK-EVEN COST	[1:18:17]	page 121
CHAPTER 6 - THE BID PROCESS	[0:55:07]	page 151
CHAPTER 7 - UNIT PRICING	[0:25:17]	page 171
CHAPTER 8 - Not covered in video		
CHAPTER 9 - THE BID PROCESS REVIEW.....	[0:45:22]	page 203
9.1 - Pre-Estimate	[0:45:22]	
9.2 - Estimate Process	[1:02:11]	
9.3 - Determining Break-Even Cost	[0:42:27]	
9.4 - The Bid Process.....	[1:20:31]	
BONUS - ESTIMATING SOFTWARE	[1:13:51]	

Becoming a Great Instructor

VIDEO USER GUIDE

Play Time Total 8:14:50



Becoming a Great Instructor Video Play Time

	<u>Play Time</u>	<u>Book Page #</u>
INTRODUCTION	[0:08:22]	page 1
PART 1 – THE RELATIONSHIP	[0:52:51]	page 5
1.1 – 1.2 Introduction, Get the Student Involved	[0:19:55]	
1.3 – 1.4 Relationships, Summary.....	[0:32:56]	
PART 2 – THE STUDENT	[0:48:59]	page 13
2.1 – 2.2 Introduction, Decision-Making Styles	[0:26:52]	
2.3 – 2.4 Learning Styles, Summary	[0:22:07]	
PART 3 – INSTRUCTOR	[2:15:02]	page 27
3.1 Introduction	[0:20:22]	
3.2 – 3.4 Attitude, Dress, Empathy	[0:19:21]	
3.5 – 3.7 Authority & Enthusiasm, Mood, Nervousness	[0:18:01]	
3.8 Preparation.....	[0:38:52]	
3.9 – 3.11 Presence, Take Control, Teach	[0:22:28]	
3.12 – 3.13 Your Performance, Summary	[0:15:57]	
PART 4 – PRESENTATION SKILLS.....	[1:08:33]	page 49
4.1 – 4.3 Introduction, Eye Contact, Hands	[0:23:34]	
4.4 – 4.7 Humor, Move Around, Names, Participation.....	[0:25:18]	
4.8 – 4.12 Politically Correct, Presentation Duration, Talking Speed, Voice, Summary	[0:19:41]	

	<u>Play Time</u>	<u>Book Page #</u>
PART 5 – THE CLASSROOM SETTING	[0:56:52]	page 63
5.1 – 5.3 Introduction, Classroom, Classroom Layout.....	[0:33:04]	
5.4 – 5.12 Audiovisual Aids/Props, Equipment, Handouts, Lighting, Microphones/Sound Systems, Platforms, Podiums/Lecterns, Projectors, Refreshments	[0:23:48]	
PART 6 – THE PRESENTATION	[2:04:11]	page 81
6.1 – 6.3 Introduction, Breaks, Create Conflict.....	[0:21:02]	
6.4 – 6.7 Disruptive Students, Guest Speaker, Mistakes, Move On.....	[0:26:45]	
6.8 – 6.11 Note Taking, Presentation Structure, Questions, Survey/Evaluation of Presenters	[0:55:48]	
6.12 Presentation Summary.....	[0:20:36]	