

Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00101-09

Module Title: Basic Safety



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
10	1. Inspect PPE to determine if it is safe to use (PPE should include safety goggles, hard hat, gloves, safety harness, and safety shoes).	
6, 10	2. Properly don and remove PPE (safety goggles, hard hat, and personal fall protection).	
2	3. Demonstrate safe lifting procedures.	
6	4. Set up an extension ladder properly.	
6	5. Demonstrate three-point contact on a ladder.	

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**Module 00102-09 has no Performance Profile Sheet;
no performance testing is required for this module.**

Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00103-09

Module Title: Introduction to Hand Tools



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
2	1. Visually inspect the following tools to determine if they are safe to use:	
	• Hammer	
	• Screwdriver	
	• Saw	
3	2. Make a straight square cut using a crosscut saw.	

continued

Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00103-09

Module Title: Introduction to Hand Tools



Contren® Learning Series

Objective	TASK	RATING
3	3. Safely and properly use a minimum of three of the following tools:	
	• Hammer and cat's paw (to drive and pull nails)	
	• Screwdriver (slotted or Phillips)	
	• Adjustable wrench	
	• CHANNELLOCK® pliers	
	• Spirit level	
	• Carpenter's square and steel tape	
	• Saw	

Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00104-09

Module Title: Introduction to Power Tools



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
2	1. Safely and properly use three of the following tools:	
	• Electric drill	
	• Circular saw	
	• SawZall®	
	• Pneumatic power nailer	

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Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00105-09

Module Title: Introduction to Construction Drawings



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
2, 4	1. Using the floor plan supplied with this module:	
	<ul style="list-style-type: none"> Locate the wall common to both interview rooms. 	
	<ul style="list-style-type: none"> Determine the overall width of the structure studio. 	
	<ul style="list-style-type: none"> Find the distance from the outside east wall to the center of the beam in the structure studio. 	
	<ul style="list-style-type: none"> Find the elevation of the slab. 	

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Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00106-09

Module Title: Basic Rigging



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
1	1. Select and inspect appropriate slings for a lift.	
1, 3	2. Given various loads, determine the proper hitch to be used.	
2	3. Select and inspect appropriate hardware and/or lifting equipment.	
3	4. Demonstrate and/or simulate the proper techniques for connecting hitches.	
5	5. Demonstrate the proper use of all hand signals according to ANSI B30.2 and B30.5.	

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Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00106-09

Module Title: Basic Rigging



Contren® Learning Series

Objective	TASK	RATING
2, 4	6. Describe or demonstrate pre-lift safety checks.	
4	7. Demonstrate and/or simulate how to lift the load level.	
4	8. Describe and/or demonstrate safety precautions for attaching and disconnecting a load.	

Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00107-09

Module Title: Basic Communication Skills



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
1, 2	1. Fill out a work-related form supplied by your instructor. (Handouts 4 and 5 are sample forms and are provided in the AIG for this module as an optional resource.)	
2	2. Read instructions for how to properly don a safety harness, and orally instruct another person to don the apparatus.	
1	3. Perform a given task after listening to oral instructions.	

Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00108-09

Module Title: Basic Employability Skills



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
3	1. Demonstrate the ability to access, retrieve, and print from the following basic software programs:	
	• Email	
	• Databases	
	• Internet	

Craft: Core Curriculum: Introductory Craft Skills

Module Number: 00109-09

Module Title: Introduction to Materials Handling



Contren® Learning Series

TRAINEE NAME: _____

TRAINEE SOCIAL SECURITY NUMBER: _____

CLASS: _____

TRAINING PROGRAM SPONSOR: _____

INSTRUCTOR: _____

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Standardized Craft Training Program, be sure to record Performance testing results on Craft Training Report Form 200, and submit the results to the Training Program Sponsor.

Objective	TASK	RATING
3, 4, 5	1. Demonstrate proper materials-handling techniques.	