

# Developing OALCF Apprenticeship Tasks for the Competency "Use Digital Tasks" (2014/2015) Task-based Activity Cover Sheet

Task Title: RAC Mechanic Apprentices use Digital Technology at school

Learner Name:			
Date Started:	Date Completed:		
Successful Completion: Yes No	)		
Goal Path: Employment ✓ Apprenticeship ✓ Se	condary School ✓ Post Secondary ✓ Independence		
Task Description:			
While in school, RAC Mechanic apprentices use	e digital technology to learn, research and work on group		
projects.			
Competency:	Task Group(s):		
A: Find and Use Information	A1: Read continuous text		
B: Communicate Ideas and Information	A2: Interpret documents		
C: Understand and Use Numbers	B2: Write continuous text		
D: Use Digital Technology	B3: Complete and create documents		
	C1: Manage money		
Level Indicators:			
A2.2: Interpret simple documents to locate a	nd connect information		
B3.2a: Use layout to determine where to make	e entries in simple documents		
B3.2b: Create simple documents to sort, displa	ay and organize information		
C1.2: Make low-level inferences to calculate costs and expenses that may include rates such as taxes and			
discounts			
D.2: Perform well-defined, multi-step digital	tasks		
Performance Descriptors: see chart on last page	ge		
Materials Required:			
<ul> <li>Computer, laptop or tablet with word p</li> </ul>	rocessing and spreadsheet software		
<ul> <li>Calculator</li> </ul>			
<ul> <li>Access to the internet</li> </ul>			
Email account			



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RAC Mechanic apprentices attend school as part of the program. They learn about trade specifics. Assignments may be individual or group. RAC Mechanic apprentices use digital technology to complete assignments and share information with other apprentices and instructors. During the school portion, they also learn about and use new digital technologies of the trade.

#### **Learner Information and Tasks:**

- **Task 1:** While in Block F of the apprenticeship program, RAC Mechanic apprentices attend school to learn about maintaining and servicing systems. You are a member of a group working on a project about cleaning burners. Your role is to research three methods of cleaning burners for the Lennox brand of furnaces.
  - a) Complete an internet search for a Lennox brand EL180DFE Installation Manual. Scroll to the Table of Contents and navigate to the Service page. Locate the Cleaning the Burner section and copy to a Word document. Ensure that each step is on a separate line.
  - b) Using Times New Roman, 12 point font, enter your name at the top of the page. On the next line in 16 point font, bold and centre enter the name "Lennox". On the next line, in 12 point font, left justification, no bold, enter the model number of the furnace.
  - c) Use the highlight feature of the word processor to feature steps 1, 5 and 10. Save the document as Lennox and your initials.
  - d) Email the document as an attachment to your instructor.
- Task 2: The next assignment in the school term is to learn about and use a Solar Calculator. This online digital device determines cost savings, ecological benefits and carbon dioxide (CO<sub>2</sub>) reduction percentages when a customer uses solar panels to provide electricity to an air conditioner. In this assignment, you will use the Solar Calculator to determine these values for three Lennox air conditioner models based on the number of solar modules installed.
  - a) Create a spreadsheet and name the file Lennox Air Conditioner\_Solar Modules\_your initials. Rename the "Sheet 1" as '7'.



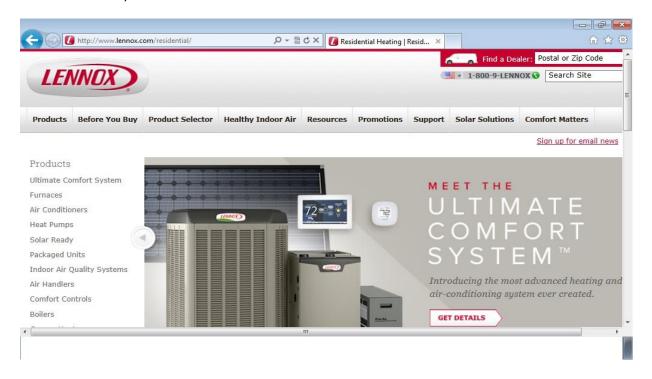
- b) Merge and Centre the cells at Row 3 from column A to E. Type Lennox Air Conditioners and Solar Energy. Label Columns B to D in Row 4 as 'Cost Savings', 'Trees Planted' and 'CO<sub>2</sub> Reduction'. (Hint: use the subscript feature in the Font section to change the '2'.) Label the Rows 5, 6 and 7 in Column A as XC25, XC21 and XC17.
- c) Locate and select the Solar Calculator under Lennox Tools on the <a href="http://www.lennox.com/residential/">http://www.lennox.com/residential/</a> web site. Use the Solar Calculator to determine and input the values into the Excel file for Region 5 for the three models of the Lennox air conditioner attached to seven solar modules. Save the file.
- d) Click the '?' beside the Estimated heating/cooling operation costs on the Solar Calculator website. Note the calculation for the \$200 household utility bill. Your assignment is to calculate the money saved if the monthly utility bill is \$300. Use the same percentage of heating/cooling costs to the total bill as the previous bill and the same cost savings percentage. A calculator is permitted. Type your answer in cell C10 of the worksheet named '7'. Resave the file by adding 'Final' to the file name. Email the file as an attachment to your instructor. In the body of the email let your instructor know where the calculation result is and in which worksheet.



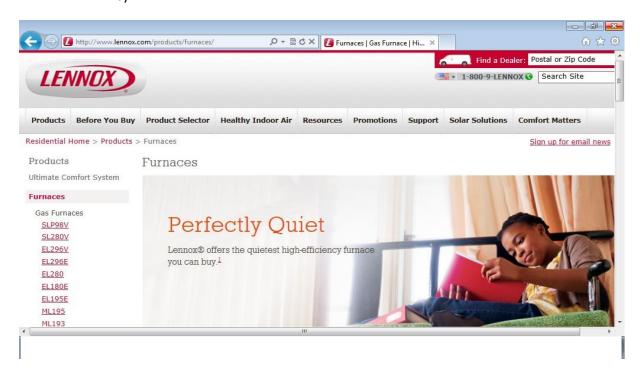
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#### **Answer Key**

#### **Task 1:** a)

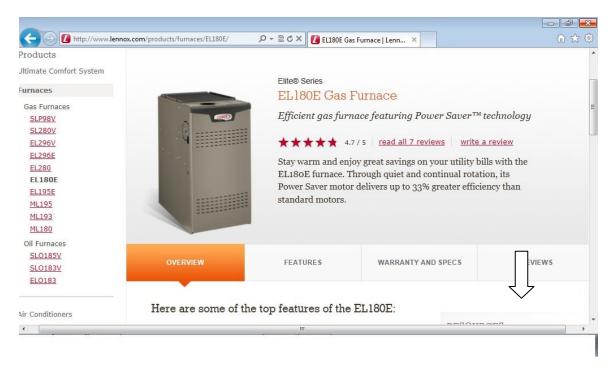


b)

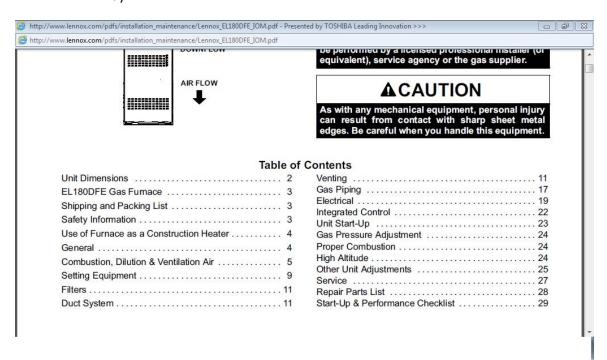




c)

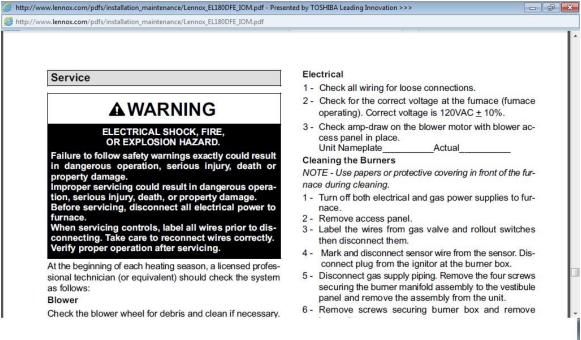


d)



e)





- f) The selected section will be pasted into the Word document in task 1h.
- g) See 1h

h)

My Name

#### Lennox

#### EL180

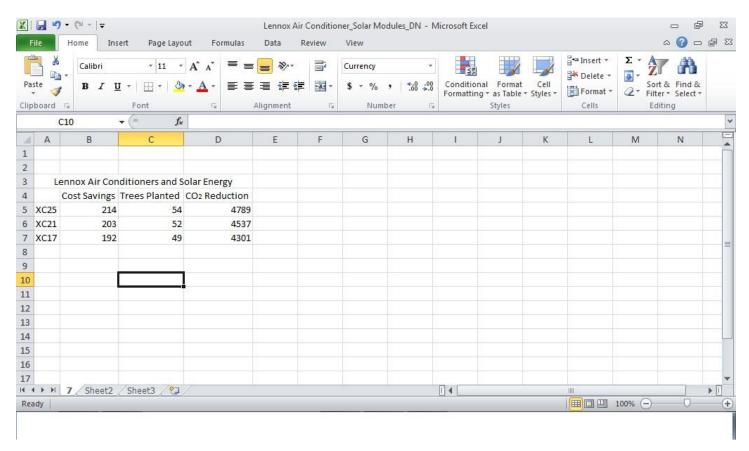
- 1 Turn off both electrical and gas power supplies to furnace.
- 2 Remove access panel.
- 3 Label the wires from gas valve and rollout switches then disconnect them.
- 4 Mark and disconnect sensor wire from the sensor. Disconnect plug from the ignitor at the burner box.
- 5 Disconnect gas supply piping. Remove the four screws securing the burner manifold assembly to the vestibule panel and remove the assembly from the unit.
- 6 Remove screws securing burner box and remove burner box.
- 7- To clean burners, run a vacuum cleaner with a soft brush attachment over the face of burners. Visually inspect inside the burners and crossovers for any blockage



caused by foreign matter. Remove any blockage. Figure 24 shows burner detail.

- 8 Reinstall the burner box assembly using the existing four screws. Make sure that the burners line up in the center of the burner ports.
- 9 Reconnect the sensor wire and reconnect the 2-pin plug to the ignitor wiring harness.
- 10 Follow lighting instructions to light and operate furnace for 5 minutes to ensure that heat exchanger is clean and dry and that furnace is operating properly.
- 11 Replace access panel.
  - i) When you receive the email, look that your name is in the 'cc' section. Compare the attached document with the one above (1h).

**Task 2:** Answers for a), b), and c) are shown in the diagram



d) The original calculation is



Household utility bill = \$200/month

Heating and cooling portion = \$112

Operating cost savings = 118% of

\$112, or \$132 of your total energy costs

To determine the savings when the monthly utility bill is \$300, the learner first calculates the heating and cooling portion of \$300.

112/200 = x/300

200x = 33,600

X = 168

The heating and cooling portion is \$168.

To calculate the operating cost savings, the learner uses the constant 118%.

118% of \$168

118/100 = 1.18

1.18 \* 168 = 198.24

The operating savings cost when the monthly utility bill is \$300 is \$198.24.

In the email, look for the attached Excel document. Compare it to the one shown above with the addition of the answer (\$198.24) in cell C10. Check the body of the email for the worksheet and cell references.



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	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	performs limited searches using one or two search criteria			
	extracts information from tables and forms			
	locates information in simple graphs and maps			
	uses layout to locate information			
	makes connections between parts of documents			
B3.2a	uses layout to determine where to make entries			
	<ul> <li>begins to make some inferences to decide what information is needed, where and how to enter the information</li> </ul>			
	follows instructions on documents			
B3.2b	<ul> <li>follows conventions to display information in simple documents (e.g. use of font, colour, shading, bulleted lists)</li> </ul>			
	sorts entries into categories			
	<ul> <li>displays one or two categories of information organized according to content to be presented</li> </ul>			
	<ul> <li>identifies parts of documents using titles, row and column headings and labels</li> </ul>			
C1.2	<ul> <li>calculates using numbers expressed as whole numbers, fractions, decimals, percentages and integers</li> </ul>			
	calculates percentages			
	interprets and applies rates			



Instructor (print)

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	chooses and performs required operations; may make			
	inferences to identify required operations			
	selects appropriate steps to reach solutions			
	represents costs and rates using monetary symbols,			
	decimals and percentages			
	<ul> <li>uses strategies to check accuracy (e.g. estimating, using a</li> </ul>			
	calculator, repeating a calculation, using the reverse operation)			
D.2	selects and follows appropriate steps to complete tasks			
	locates and recognizes functions and commands			
	makes low-level inferences to interpret icons and text			
	<ul> <li>performs simple searches using keywords (e.g. internet, software help menu)</li> </ul>			
Γhis task:	was successfully completed needs to be tried a	again		
Learner Co	mments			

**Learner Signature**