



Training for Careers in Construction

# Course Information Catalog

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\* Virginia Department of Labor and Industry approved  
Registered Apprenticeship Related Technical Instruction Provider

## Build Smart Institute Mission

Build Smart Institute's Mission is to Educate and Train individuals to become  
career-ready and advance within the construction industry occupations

## Construction Career Exploration

### **COR101 – CORE – Fundamentals of Construction (90 Hours)**

Designed to provide entry level students an overview of a variety of construction careers by learning basic construction knowledge and skills including: Construction Safety, Construction math, Introduction to Construction Hand and Power Tools & their use, Materials Handling, Introduction to Construction Drawings and Employability Skills such as critical thinking skills, problem solving and effective self-presentation. Students successfully completing the course will receive an OSHA 10 hour for Construction Card, NCCER certificate, HBI Certificate, Build Smart Institute Competency Badges and a 1st Aid/CPR card.

### **COR111 – CORE Accelerated – Fundamentals of Construction (90 Hours)**

*Monday through Friday. (3) weeks. 8:30AM to 3:00PM*

Designed to provide entry level students an overview of a variety of construction careers by learning basic construction knowledge and skills including: Construction Safety, Construction math, Introduction to Construction Hand and Power Tools & their use, Materials Handling, Introduction to Construction Drawings and Employability Skills such as critical thinking skills, problem solving and effective self-presentation. Students successfully completing the course will receive an OSHA 10 hour for Construction Card, NCCER certificate, HBI Certificate, Build Smart Institute Competency Badges and a 1st Aid/CPR card

### **COR121 – CORE Basics I – Fundamentals of Construction (45 Hours)**

*(1) Evening per week, 5:00PM to 8:00PM. Total of (15) sessions.*

Designed to provide entry level students an overview of a variety of construction careers by learning basic construction knowledge and skills including: Construction Safety and Introduction to Construction Hand and Power Tools & their use. Students successfully completing the course will receive an OSHA 10 hour for Construction Card and a 1st Aid/CPR card. They also will have completed (1/2) the requirements for an NCCER certificate, HBI Certificate, and Build Smart Institute Competency Badges. This course is the first half of COR101.

### **COR122 – CORE Basics II – Fundamentals of Construction (45 Hours)**

*(1) Evening per week, 5:00PM to 8:00PM. Total of (15) sessions.*

Designed to provide entry level students an overview of a variety of construction careers by learning basic construction knowledge and skills including: Materials Handling, Introduction to Construction Drawings and Employability Skills such as critical thinking skills, problem solving and effective self-presentation. Students successfully completing the course will have completed (1/2) the requirements for an NCCER certificate, HBI Certificate, and Build Smart Institute Competency Badges. This course is the second half of COR101.

### **COR131 – CORE Basics I Accelerated – Fundamentals of Construction**

*(45 Hours) - (1) week, Monday through Friday, 6:30AM to 4:00PM.*

Designed to provide entry level students an overview of a variety of construction careers by learning basic construction knowledge and skills including: Construction Safety and Introduction to Construction Hand and Power Tools & their use. Students successfully completing the course will receive an OSHA 10 hour for Construction Card and a 1st Aid/CPR card. They also will have completed (1/2) the requirements for an NCCER certificate, HBI Certificate, and Build Smart Institute Competency Badges. This course is the first half of COR101.

## **COR132 – CORE Basics II Accelerated – Fundamentals of Construction** **(45 Hours) - (1) week, Monday through Friday, 6:30AM to 4:00PM.**

Designed to provide entry level students an overview of a variety of construction careers by learning basic construction knowledge and skills including: Materials Handling, Introduction to Construction Drawings and Employability Skills such as critical thinking skills, problem solving and effective self-presentation. Students successfully completing the course will have completed (1/2) the requirements for an NCCER certificate, HBI Certificate, and Build Smart Institute Competency Badges. This course is the second half of COR101.

## **COO101 - CORE Fundamentals of Construction    Opt Out**

A three-week workshop, skills evaluations and knowledge exams for individuals who believe they have the experience and skills to obtain a NCCER CORE Fundamentals of Construction (CORE) certificate without completing the full CORE class. Week one and week two will be two hours per day reviewing one CORE Module per day. Week three will be skills evaluations and written exams. Only one attempt per Module Exam and Skills Evaluations are permitted. Modules in which both the Skill Evaluation and the Written Exam are successfully completed will be credited toward a NCCER CORE Certificate Modules not completed must be taken in full during an ensuing COR101 Class. There are no refunds for not successfully completing this class.

## **Carpentry**

**Virginia Department of Labor and Industry approved**  
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### **CAR101 - Carpentry Fundamentals    (162.5 Hours)**

Carpentry Fundamentals (162.5 Hours) Prerequisite COR101 OR COO101. Carpentry Level 1, Fundamentals includes Core Curriculum, Orientation to the Trade, Building Materials, Fasteners and Adhesives, Hand and Power Tools, Introduction to Construction Drawings, Specifications, and Layout, Floor Systems, Wall Systems, Ceiling Joist and Roof Framing, Introduction to Building Envelope Systems and Basic Stair Layout.

### **CAR201 - Carpentry Framing & Finishing**

**(170 Hours Residential Option)    (150 Hours Commercial Option)**

Level 2, this year 2nd course covers Commercial Drawings, Cold-Formed Steel Framing, Exterior Finishing, Thermal and Moisture Protection, Roofing Applications, Doors and Door Hardware, Drywall Installation, Drywall Finishing, Suspended Ceilings, Window, Door, Floor, and Ceiling Trim and Cabinet Installation. (Electives available for Commercial Construction or Residential path.) Prerequisite CAR101

### **CAR301 - Carpentry Forms    (160 Hours)**

Carpentry Level 3, Forms, Part 3 in the carpentry curriculum. This course covers Properties of Concrete, Rigging Equipment, Rigging Practices, Trenching and Excavating, Reinforcing Concrete, Foundations and Slab-on-Grade, Vertical Formwork, Horizontal Formwork, Handling and Placing Concrete and Tilt-Up Wall Systems. Prerequisite CAR101, CAR201

***Inquire about Build Smart Institute's Construction Career workshops  
and programs that start we can present early as 5th grade***

## **CAR401 - Carpentry Advanced (162.5Hours)**

Level 4, Advanced, trainees will learn Site Layout One: Differential Leveling, Site Layout Two: Angular and Distance Measurement, Advanced Roof Systems, Advanced Wall Systems, Advanced Stair Systems, Introduction to Construction Equipment, Site Preparation and Fundamentals of Crew Leadership, introduction to Oxyfuel Cutting and Arc Welding. *Introduction to Oxyfuel Cutting and Arc Welding is an additional 20 Hour Option.*  
Prerequisite CAR101, CAR201, CAR301

## **ELECTRICAL**

**Virginia Department of Labor and Industry approved  
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### **ELE101 - Electrical 101 (112.5 Hours)**

This is a 112.5 Hour Course. Entry Level Course to produce trainees with the following basic skills: Orientation to the Electrical Trade, Electrical Safety, Introduction to Electrical Circuits, Electrical Theory, Introduction to the National Electrical Code, Device Boxes, Hand Bending, Raceways and Fittings, Conductors and Cables, Basic Electrical Construction Drawings, Residential Electrical Services, and Electrical Test Equipment.  
Prerequisite COR101 or CO0101

### **ELE201 - Electrical 201 (145 Hours)**

This Second Year Program: 145 Hours course concentrates on Alternating Current, Motors: Theory and Application, Electrical Lighting, Conduit Bending, Pull and Junction Boxes, Conductor Installations. Second year trainees also work on Cable Tray, Conductor Terminations and Splices, Grounding and Bonding, Circuit Breakers and Fuses, Control Systems and Fundamental Concepts.  
Prerequisite ELE101.

### **ELE301 - Electrical 301 (155 Hours)**

ELE301 is the Third Year Program for trainees that is 155 Hours. This course will cover Load Calculations, Conductor Selection and Practical Applications of Lighting. Trainees will also cover Hazardous Locations, Overcurrent Protection, Distribution Equipment and Transformers. Commercial Electrical Services, Motor Calculations, Voice, Data and Video and Motor Controls.  
Prerequisite ELE101, ELE201

### **ELE401 - Electrical 401 (182.5 Hours)**

Fourth Year Program: 182.5 Hours - The next step in the Electrical Course is ELE401. This course will cover Load Calculations – Feeders and Services, Health Care Facilities, Standby and Emergency Systems, Basic Electronic Theory, Fire Alarm Systems and Specialty Transformers. During this course trainees will learn Heat Tracing and Freeze Protection, Motor Operation and Maintenance, Medium Voltage, Terminations/Splices and Special Locations. Finally the Professional Development course, Fundamentals of Crew Leadership, is included.  
Prerequisite ELE101, ELE201, ELE301

*Customized Courses Are Available*



## Heating & Cooling

Virginia Department of Labor and Industry approved  
Registered Apprenticeship Related Technical Instruction Provider

### **HVA101 - Heating & Cooling** (144 Hours)

Course is designed to introduce the apprentice to the HVAC profession, safety, tools, math and materials used in their work. The course also covers concepts of heating and cooling, air distribution and materials. The class is delivered in 99 classroom hours and 45 on-line hours. HVA101 covers an Introduction to HVAC, Trade Mathematics, Basic Electricity, Introduction Heating, Introduction Cooling, Introduction to Air Distribution Systems, Basic Copper and Plastic Pipe Practices, Soldering and Brazing and Basic Carbon Steel Piping Practices. Trade Mathematics, Basic Electricity, Introduction Heating, Introduction Cooling, Introduction to Air Distribution Systems, Basic Copper and Plastic Pipe Practices, Soldering and Brazing and Basic Carbon Steel Piping Practices.  
Prerequisite COR101 or CO0101

### **HVA201 - Heating & Cooling** (144 Hours)

Course is designed to introduce the apprentice to maintenance, trouble shooting, electricity, duct systems and air quality. The course is delivered in 99 classroom hours, 21 lab hours and 24 on-line hours. HVA201 includes: Alternating Current, Compressors, Refrigerants and Oils, Leak Detection, Evacuation, Recovery, and Charging, Metering Devices, Heat Pumps, Basic Maintenance, Chimneys, Vents, and Flues, Sheet Metal Duct Systems, Fiberglass and Flexible Duct Systems, Commercial Airside Systems, Air Quality Equipment and an Introduction to Hydronic Systems.  
Prerequisite HVA101

### **HVA301 - Heating & Cooling** (144 Hours)

Course is designed to introduce the apprentice to controls, troubleshooting, zoning, heat systems and customer service. Course is designed to run 99 hours of classroom with the balance of hours online. HVA101 covers Fasteners, Hardware, and Wiring Termination, Control Circuit and Motor Troubleshooting, Troubleshooting Cooling, Troubleshooting Heat Pumps, Troubleshooting Gas Heating, Troubleshooting Oil Heating, Troubleshooting Accessories, Zoning, Ductless, and Variable Refrigerant Flow Systems. It also includes Commercial Hydronic Systems, Steam Systems, Retail Refrigeration System and Customer Relations.  
Prerequisite HVA101, HVA201

### **HVA401 - Heating & Cooling** (144 Hours)

Course is designed to introduce the apprentice to water treatment, air quality, conservation, alternative heat and cooling systems as well as crew leadership. The course is delivered in 99 classroom hours, 21 lab hours and 24 on-line hours. This course includes: Water Treatment, Indoor Air Quality, Energy Conservation Equipment, Building Management Systems, System Air Balance, System Startup and Shutdown, Construction Drawings, Heating and Cooling System Design, Commercial/Industrial Refrigeration Systems, Alternative and Specialized Heating and Cooling Systems and Fundamentals of Crew Leadership.  
Prerequisite HVA101, HVA201, HVAC301

***Inquire about Build Smart Institute's Construction Career workshops  
and programs that we can present as early as 5th grade***

***Customized Courses Are Available!***

# Plumbing

Virginia Department of Labor and Industry approved  
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## **PLU101 - Plumbing** (144 Hours)

Course is designed to introduce the apprentice to the plumbing profession, safety, tools and materials used in their work. The course is delivered in 99 classroom hours and 45 on-line hours. PLU101 Includes: Introduction to the Plumbing Profession, Plumbing Safety, Plumbing Tools, Introduction to Plumbing Math, Introduction to Plumbing Drawings, Plastic Pipe and Fittings, Copper Pipe and Fittings, Cast-Iron Pipe and Fittings, Carbon Steel Pipe and Fittings, Corrugated Stainless Steel Tubing, Fixtures and Faucets, Introduction to Drain, Waste and Vent Systems and Introduction to Water Distribution Systems.

## **PLU201 - Plumbing** (144 Hours)

Course is designed to introduce the apprentice to the advanced math, blueprint reading, DWV piping, Valves, Water supply line, water heaters and fuel gas systems. The course is delivered in 99 classroom hours, 21 lab hours and 24 on-line hours. Trainees in PLU201 will learn: Plumbing Math, Reading Commercial Drawings, Hangers, Supports, Structural Penetrations, and Fire Stopping, Installing and Testing DWV Piping, Installing Roof, Floor, and Area Drains, Types of Valves, Installing and Testing Water Supply Piping, Installing Fixtures, Valves, and Faucets, Basic Electricity, Installing Water Heaters, Fuel Gas Systems and Servicing of Fixtures, Valves, and Faucets.

Prerequisite PLU101

## **PLU301 - Plumbing** (144 Hours)

Course is designed to introduce the apprentice to applied math, codes, sizing water systems, backflow prevention, water pressure systems and servicing piping systems.. The course is delivered in 99 classroom hours, 21 lab hours and 24 on-line hours. PLU301 includes: Applied Math, Codes, Types of Venting, Indirect and Special Waste, Sewage Pumps and Sump Pumps, Sizing Water Supply Piping, Backflow Preventer, Water Pressure Boosters and Recirculating Systems and Servicing Piping Systems, Fixtures, and Appliances.

Prerequisite PLU101, PLU201

## **PLU401 - Plumbing** (144 Hours)

Course is designed to introduce the apprentice to business math, sizing storm systems, private waste systems, water supply treatment, swimming pools, compressed air and mobile home systems. The course is delivered in 99 classroom hours, 21 lab hours and 24 on-line hours. PLU401 covers: Business Math for Plumbers, Sizing DWV and Storm Systems, Private Water Supply Systems, Private Waste Disposal Systems, Locating Buried Water and Sewer Lines, Hydronic and Solar Heating Systems, Water Supply Treatment, Swimming Pools and Hot Tubs, Compressed Air, Corrosive-Resistant Waste Piping and Plumbing for Mobile Homes and Mobile Home Parks.

Prerequisite PLU101, PLU201, PLU301

*Inquire about Build Smart Institute's Construction Career workshops  
and programs that we can present as early as 5th grade*

*Customized Courses Are Available!*

## Rigger

Virginia Department of Labor and Industry approved  
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### **RIG101 - Basic Rigger (95 Hours)**

Course features a highly illustrated design, technical hints and tips from industry experts, review questions and a whole lot more! Key content includes: Rigging Practices, Crane Safety and Emergency Procedures, Basic Principles of Cranes, and Crane Communications. Basic Rigger Course includes: Safety ( 30 hours ), Rigging Practices, Crane Safety and Emergency Procedures, Basic Principles of Cranes and Crane Communications.  
Prerequisite COR101 or C00101

### **RIG201 - Intermediate Rigger (105 Hours)**

Course features a highly illustrated design, technical hints and tips from industry experts, review questions and a whole lot more! Key content includes: Intermediate Rigging, Load Dynamics, Wire Rope, Telescopic Boom Attachment Assembly and Disassembly, and Lattice Boom Assembly and Disassembly. Intermediate Rigger course includes: Intermediate Rigging, Load Dynamics, Wire Rope, Telescopic Boom Attachment Setup and Assembly and Lattice Boom Assembly and Disassembly.  
Prerequisite RIG101

### **RIG301 - Advanced Rigger (95 Hours)**

Course features a highly illustrated design, technical hints and tips from industry experts, review questions and a whole lot more! Key content includes: Advanced Rigging, Load Charts, Lift Planning, and Hoisting Personnel. Advanced Rigger Course includes: Advanced Rigging, Load Charts, Lift Planning and Hoisting Personnel.  
Prerequisite RIG101 and RIG201

## Licensing Exam Preparation

### **ELE500 - Journeyman and Master Electrician Licensing Exam Preparation Course (8 Hours)**

This Course is designed to assist the student as to how to prepare for the Master or Journeyman State of Virginia Electrical Licensing Exam. The course covers: · What hours and experience are required in order to sit for the exam · Applying to take the Exam · Pre-Exam Preparation approaches · What to study ahead of the Exam · How to study for the exam · What Definitions to become familiar with · What is allowed and not allowed while taking the Exam · Helpful hints while taking the Exam · Exam Question Sampling.

*Note: This course is not an Electrical Trade, Competent Electrician Technical Course and does not satisfy the trade related technical training hours required by the State of Virginia. Completion of this class does not guarantee the student will pass the licensure exam.*

*Don't Need the full course?  
Ask us how to customize.*



## Professional Career Enhancement

### **BLR101 - Blueprint Reading** (Hours 25)

This Course is designed to help all associated with a project to read and implement project blueprints. Includes performance tasks to assist the learning process. The course covers Terms, components, & symbols of construction drawings, Reading specification associates with drawings and Quantity takeoffs. BLR101 covers Commercial drawings, Residential drawings, Trade drawings, Civil drawings, Structural drawings and Life Safety Drawings .

### **ATM101 - Apprenticeship Mentor Train the Trainer** (Hours 8)

This 8 hour course covers: What is an Apprenticeship Program? How does an Apprenticeship Program benefit Employers and your Company? How does an Apprenticeship Program benefit Workers? What are the requirements of the State Registered Apprenticeship Program? Also included: Workplace Diversity, Mentors as Teachers & On-site Advisors, Giving Instruction, Mentors as communicators and Problem Solving.

### **FCL101 - Fundamentals of Crew Leadership** (22.5 Hours)

Fundamentals of Crew Leadership is designed to assist the recently or about to be promoted crew leader; it is beneficial for anyone in management. Includes performance tasks to assist the learning process. The course covers Basic leadership skills, Different leadership styles, Communication, Delegating, Problem solving, Jobsite safety and the crew leader's role, Project planning, scheduling and Estimating.

### **PRS101 - Project Supervision** (85 Hours)

This Course is designed to introduce the skills or enhance the skills of a Project Supervisor or Superintendent; it is beneficial for anyone in site management. Includes performance tasks to assist the learning process. The course covers Orientation to the Supervision Role, Human relations and problem solving, Safety, Quality Control, Contract and Construction Documents, Document control and estimating, Planning and Scheduling as well as, Resource Control and Awareness.

### **PRM101 - Project Management** (115 Hours)

This Course is designed to introduce the skills or enhance the skills of a Project Manager; it is beneficial for anyone that has recently entered or about to enter into a project management role. Includes performance tasks to assist the learning process. PRM101 includes an Introduction to Project Management, Safety, Interpersonal Skills, Issues and resolutions, Construction Documents, Construction Planning, Estimating and Control, Scheduling, Resource Control, Quality Control and Continuous Improvement.

### **PMV101 - Project Management (Virtual)** (32 Hours plus weekly assignments)

This Virtual Course is designed to introduce the skills or enhance the skills of a Project Manager; it is beneficial for anyone that has recently entered or about to enter into a project management role. Includes performance tasks to assist the learning process. Topics Include an Introduction to Project Management, Safety, Interpersonal Skills, Issues and resolutions, Construction Documents, Construction Planning, Estimating and Control, Scheduling, Resource Control, Quality Control and Continuous Improvement.

## Safety and Advance Safety

### OSHA Authorized Training for 10 Hour Construction Course *10 Hour Training*

#### Topics

- Introduction to OSHA - OSHA Focus Four
- Falls - Electrocutions
- Struck-By - Caught-In or Between
- Personal Protective Equipment
- Health Hazards In Construction

#### Electives Can Include:

- Cranes - Derricks - Hoists, Elevators & Conveyors
- Excavations - Materials Handling - Storage - Use & Disposal
- Scaffolds - Stairways & Ladders
- Tools - Hand & Power
- Other Optional Hazards or Policies Relevant to your Organization

### OSHA Authorized Training for 30 Hour Construction Course *30 Hour Training*

#### Topics

- Introduction to OSHA - Managing Safety& Health - OSHA Focus Four
- Falls - Electrocutions
- Struck-By - Caught-in or Between
- Personal Protective & Life Saving Equipment
- Health Hazards In Construction
- Stairways & Ladders

#### Electives Can Include:

- Concrete & Masonry Construction
- Confined Space Entry
- Cranes - Derricks - Hoists, Elevators & Conveyors
- Ergonomics - Excavations
- Fire Protection & Prevention
- Materials Handling, Storage, Use & Disposal
- Motorized Vehicles, Mechanical Equipment - Power Industrial Vehicles
- Safety & Health Programs
- Scaffolds

## Advance Technical Instruction

### CSF101 - Cold-Formed Steel Framing *(15 Hours)*

- Materials and Tools
- Fasteners
- Materials Take off
- Layout and Installation of Steel Framed Walls
- Steel Floor & Ceiling Systems
- Overview of Steel Roof Systems

### DIF101 - Drywall Installation & Finishing *(32.5 Hours)*

- Drywall Assembly Components
- Drywall Installation
- Rated vs. Nonrated Assemblies
- Estimating Drywall
- Finishing Standards
- Finishing Materials
- Finishing Tools
- Finishing Procedures
- Estimating Drywall Finishing Materials

### ACT101 - Acoustical Ceilings *(20 Hours)*

- Establish a level line.
- Explain the common terms related to sound waves and acoustical ceiling materials.
- Identify the different types of suspended ceilings.
- Interpret plans related to ceiling layout.
- Sketch the ceiling layout for a basic suspended ceiling.
- Perform a material takeoff for a suspended ceiling. Installation of suspended ceilings.

## **BTP101 - Building Technology for Professional Property Maintenance (58 HOURS)**

- General Building Construction Technology Concepts
- Carpentry Maintenance
- Electrical Maintenance
- Plumbing Maintenance
- HVAC/Preventive Maintenance
- Landscape Maintenance
- Appliance Repair

## **Materials and Tools**

### **BSI Virtual**

Visit [www.buildsmartinstitute.com](http://www.buildsmartinstitute.com), and click onto BuildSmartVirtual Learning Login for a free sample of some of the virtual lessons. This is a small example of some of the virtual programs. These free samples only scratch the surface, as there is a variety of instructional and LMS assets on the full virtual packages.

### **There are a variety of Virtual Instructional Materials including:**

#### **Core Fundamentals modules include:**

- Safety and PPE
- Tape Measure
- Materials and Fasteners
- Basic Materials
- Marking
- Power Tools
- Power Saws

#### **Introduction to Framing:**

- Air Compressors and Air Tools
- Levels and Squaring
- Wall Framing
- Framing for Windows and Doors

#### **Introduction to Residential Plan Reading:**

- Video Lessons
- Skills Exercises and Resources

#### **Introduction to Electrical Wiring:**

- Electrical Tools
- Electrical Materials
- Electrical Process

#### **Introduction to Plumbing**

- Plumbing Hand Tools
- Plumbing Power Tools
- Plumbing Materials
- Plumbing Process

#### **Other modules:**

- Applied Math for Construction



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