



# WORKFORCE TRAINING

EMPOWERING SUCCESS THROUGH  
STRATEGIC, CUSTOMIZED LEARNING

On-Site, Online, and  
Campus-Facilitated  
Instruction

**T** **TERRA STATE**  
THE KERN CENTER

workforce training | community education

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workforce training | community education

Contact The Kern Center to  
design a training plan that  
meets your exact needs.

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# Closing the Skills Gap in Northwest Ohio

## How Terra State's Workforce Training Meets Employer Needs

Northwest Ohio's economy is growing — but talent shortages, technology shifts, and an aging workforce mean employers can't afford to wait for the "perfect hire." The fastest, most cost-effective solution is to **train the team you already have.**

Terra State Community College's **Kern Center for Workforce & Community Education** partners with businesses to deliver **customized, industry-aligned training** that keeps your workforce competitive and your business moving forward.

## Why Employers Choose Terra State

**Customizable:** Training tailored to your processes, equipment, and schedule — delivered on campus, online, or at your site.

**Fundable:** Access to **Ohio TechCred** and **Incumbent Worker Training** grants to offset costs.

**Proven:** Local employers report higher productivity, reduced turnover, and faster onboarding after partnering with Terra State.

Your workforce is your competitive advantage.  
Let's build the skills that keep you ahead.

Contact The Kern Center at [kern@terra.edu](mailto:kern@terra.edu) to design a training plan that meets your exact needs.



# Industrial Technology / Skilled Trades

## Technical Training



### Arc Flash Training

OSHA-required training for qualified workers who may be exposed to arc flash hazards in the workplace. The training ensures that workers can recognize these extreme electrical hazards, implement safe work practices, and use the correct protective equipment. The industry standard for this training is the NFPA 70E: Standard for Electrical Safety in the Workplace.

### AutoCAD Basics

This AutoCAD Basics course will introduce you to the fundamentals of using AutoCAD for Computer-Aided Design (CAD). Create drafting symbols, kitchen and bath fixtures, a floor plan, and bring everything together on a deliverable printed sheet

### AutoCAD Certification Training (Voucher Included)

In the AutoCAD certification course, you will learn to create sets of construction documents. The skills learned are state-of-the-art professional workflows and also prepare you to pass the Autodesk AutoCAD User certification exam.

### Blueprint Reading Basics

Learn how blueprint drawings are organized and how information is referenced throughout a set of construction blueprint drawings.

### Blueprint Reading

Designed for tradespeople, manufacturing personnel, and construction professionals, this course provides practical skills in interpreting complex industrial and mechanical drawings. You will learn to quickly and accurately read prints to determine dimensions, tolerances, materials, and assembly instructions.

# Industrial Technology / Skilled Trades

## Certified Manufacturing Associate (CMfgA)

SME's Certified Manufacturing Associate (CMfgA) is an industry certification focused on basic manufacturing concepts, demonstrating an individual's potential for high-demand, entry-level manufacturing roles. It was designed for individuals new to manufacturing who may not currently possess enough knowledge or experience for more advanced technical certifications.

## Certified Manufacturing Engineer (CMfgE)

The CMfgE course is ideal for individuals who have advanced manufacturing engineering experience, who are in a leadership position, or who support manufacturing practices at a manufacturing organization.

## Certified Manufacturing Technologist (CMfgT)

The CMfgT course is an entry-level program that benefits both new manufacturing engineers and experienced manufacturing engineers without other credentials.

## CNC Machinist

This course provides an intensive overview of work holding, math, inspection, safety, metal cutting, materials, quality, and grinding. These skills are essential for working as a CNC machinist.

## Composites Technician

The Composites Technician course provides an intensive overview of the skills needed for composites processing. You will learn math, inspection, safety, materials, quality, machining, and joining skills.

## Die Setter

This course provides an intensive overview of die setting. You will learn the math, inspection, safety, materials, quality, and fabrication skills needed to work as a die setter.

## Electrical and Electronics Technician Certification

Start your journey as an electrical technician with this self-paced multimedia course designed to immerse you in real-life case scenarios, hands-on labs, circuit simulations, and over 200 engaging safe-to-fail activities to reinforce your learning. Learn to read electrical schematics, hone your testing and troubleshooting skills, and prepare for an electronics certification opportunity as you launch your new career.

## Technical Training

### Electrical Technician

This course provides an intensive overview of electrical maintenance. You will learn the skills needed to work as an electrical technician, including math, inspection, safety, quality, electrical systems, automation, motor controls, and assembly.

### Basic Electrical

This is an introductory electricity course primarily for Industrial and skilled trades personnel. A study of DC and AC electricity concepts, with a practical approach to applications in an industrial environment. The course will cover basic electrical theory, terminology, applications, and safety aspects of electrical circuits and components.

### AC/DC Machines

A study of operation and characteristics of transformers, DC motors, DC generators, and AC motors. Installation, circuit sizing and troubleshooting will be emphasized, as well as industrial safety procedures.

### Hydraulics

This hands-on course is specifically designed for those responsible for the repair of hydraulic systems. Gain the practical skills and core theoretical knowledge required to work directly with critical hydraulic components including pumps, cylinders, and valves. Symbols of hydraulics will be explained and utilized in the various circuit analysis. The students will perform lab work to enhance the theory explanations.

### Intro to GMAW

This introductory course in Gas Metal Arc Welding (GMAW) covers the basic principles, equipment operation, and safety practices of GMAW, also known as MIG welding. Students will learn to safely set up welding equipment, understand welding positions, and execute basic welds on mild steel. This course prepares students for entry-level welding tasks in various industries.

# Industrial Technology / Skilled Trades

## Technical Training



### **Intro to GTAW**

This course provides a foundational introduction to Gas Tungsten Arc Welding (GTAW), commonly known as TIG welding. Participants will learn the essential principles and techniques required to perform high-quality welds on various materials.

### **Intro to SMAW**

An introduction to Shielded Metal Arc Welding (SMAW), commonly known as stick welding covers the process, equipment, advantages, and limitations of the most popular and versatile welding method in the world.

### **Measuring Systems**

This course provides a comprehensive overview of measuring systems, with a focus on both theoretical knowledge and hands-on application. Participants will begin by exploring the fundamental differences between the metric and standard measurement systems and learn techniques for measurement addition, simplifying calculations.

### **Manufacturing Fundamentals**

Learn the basic skills required to work in the manufacturing field.

### **Mechatronics**

This online course provides an intensive overview of the skills necessary in the mechatronics industry, including math, inspection, safety, quality, electrical systems, automation, mechanical systems, fluid systems, rigging, and welding.

### **PLC Basics**

This introductory course provides foundational knowledge of Programmable Logic Controllers (PLCs), the digital backbone of modern manufacturing and industrial automation. Designed for maintenance technicians, electricians, engineers, and anyone looking to enter the world of automated systems

### **Pneumatics**

This hands-on course is specifically designed for those responsible for the repair of industrial machinery utilizing compressed air. Gain the practical skills and core theoretical knowledge required to work directly with critical pneumatic components. Work with systems such as compressors, cylinders, flow control, pressure control, and directional control valves, symbols, and schematics.

### **Press Operator: Cold Stamping**

You will gain an intensive overview of the skills needed for cold stamping press work. You will learn math, inspection, safety, materials, quality, stamping, forming, and automation to work at as a cold stamping press operator.

# Industrial Technology / Skilled Trades

## Press Operator: Hot Stamping

This course provides an intensive overview of hot stamping press work. You will learn the math, inspection, safety, materials, quality, stamping, forming, and automation skills needed to work as a hot stamping press operator.

## Process Technician

This online course provides an intensive overview of the skills needed to become a process technician. You will learn a wide variety of skills, including math, inspection, safety, machining, quality, electrical systems, automation, mechanical systems, motor controls, fluid systems, and joining.

## Quality Inspector

This course provides an intensive overview of the skills necessary for quality assurance and inspection. You will learn math, inspection, safety, materials, quality, and management skills as you prepare to become a quality inspector.

## Robotics in Manufacturing Fundamentals (RMF)

The RMF credential focuses on the fundamentals of manufacturing robotics and provides a starting point for any career pathway a candidate may pursue in the field of robotics.

## Robotics Technician

This Robotics Technician course provides an intensive overview of the skills needed in the robotics industry.

## Solar Design Training

This online course will familiarize you with the steps and considerations necessary before and during a solar installation project. This includes addressing customer expectations, paperwork and approvals, location options, code compliance, and project site assessment.

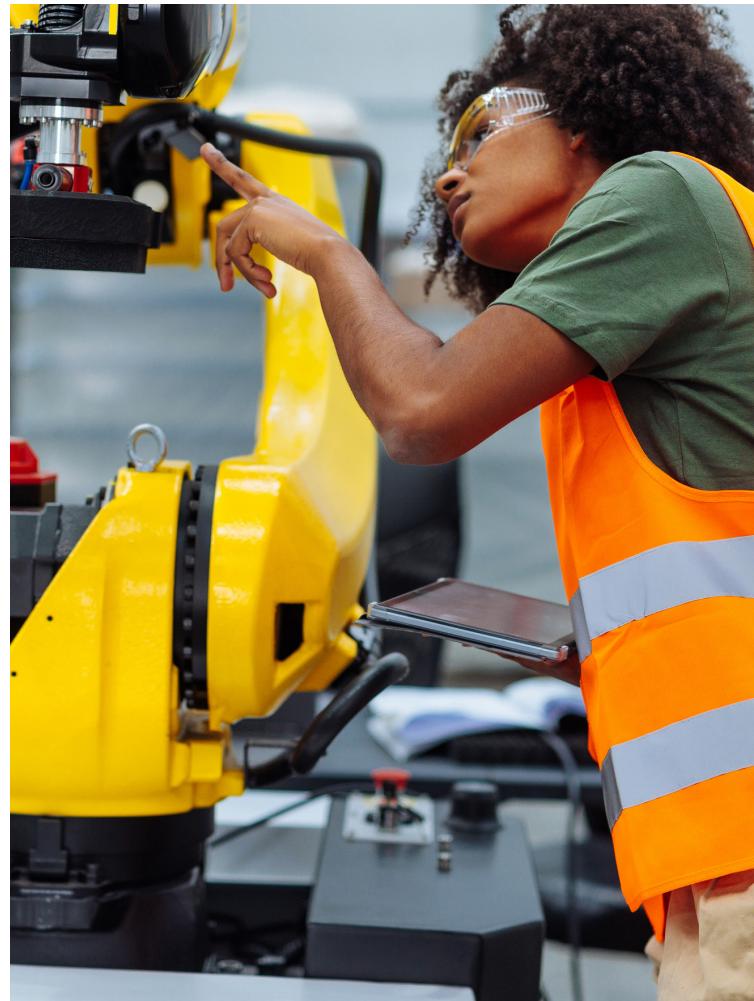
## Solar Energy Training

This entry-level solar energy training course is designed to help you understand the fastest-growing form of power generation in the world solar power. This is the best place to begin your journey into the solar workforce by equipping yourself with in-demand skills!

## Solar Panel Installer Training

This intermediate-level course follows our PV101 Solar Energy Training course building on solar energy, electricity, and safety fundamentals by training you to work with wires, circuits, and panels. This 40-hour online course will teach you how to install solar panels and about the balance of components, including inverters, charge controllers, and battery banks for grid-tied and off-grid systems.

## Technical Training



## Tool and Die Maker

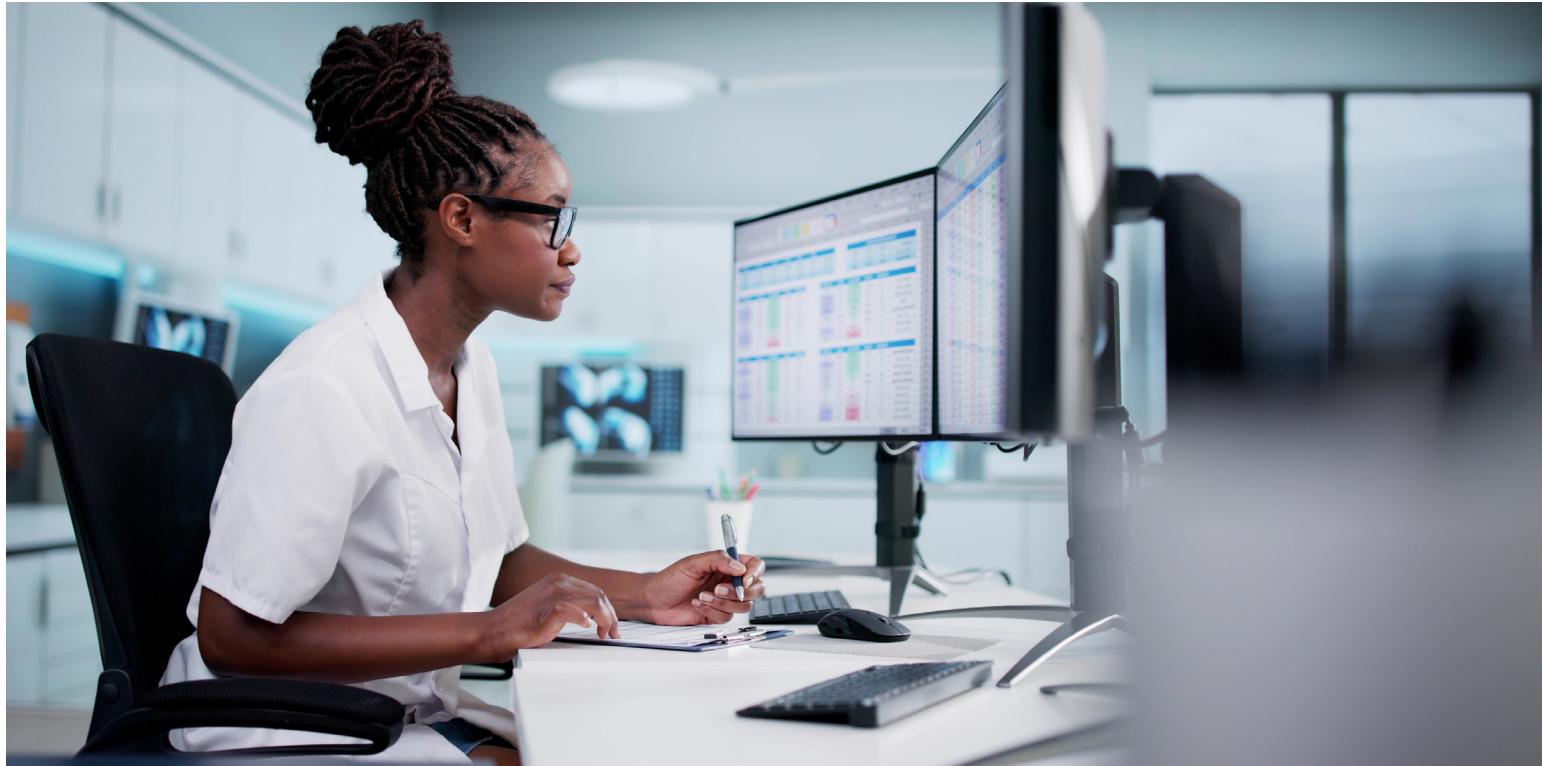
This course provides an intensive overview of tool and die making and will teach you about work holding, math, inspection, safety, machining, materials, quality, and grinding.

## Toolmaker

This online course will provide an intensive overview of the toolmaking industry and the skills needed to work in it. You will learn a variety of important skills, including work holding, math, inspection, safety, machining, materials, quality, grinding, and stamping.

# Computer Information / Applications

## Technical Training



### Advanced Microsoft Excel

In this hands-on course, you will learn Microsoft Excel advanced functions and often-overlooked features, including data analysis tools, data tables and databases, custom controls, and Pivot Tables.

### Computer Skills for the Workplace

Gain a working knowledge of the computer skills you will need to succeed in today's job market.

### Intermediate Microsoft Access

If you use Microsoft Access, this course will help you manage databases more efficiently by advancing your skill set through hands-on lessons.

### Intermediate Microsoft Excel

Take your Microsoft Excel skills to the next level as you navigate charts, graphs, PivotTables, Slicers, Sparklines, AutoFilter, macros, and other advanced Excel functions.

### Intermediate Microsoft Word 2019

Use Microsoft Word 2019 more efficiently by mastering its more advanced features. This hands-on course will teach you how to create an index, build a list of figures, design a table of contents, perform a mail merge, and use timesaving shortcuts to develop professional documents.

### Intermediate QuickBooks

Learn to manage the financial aspects of your business using the cloud-based QuickBooks Online software.

### Introduction to Artificial Intelligence

Gain a foundational knowledge of the science behind creating computer systems that can perform tasks typically requiring human intelligence in this introductory artificial intelligence (AI) course.

### Introduction to Cybersecurity

This introductory course is for those with little to no cybersecurity experience that want to learn more about this growing industry.

# Computer Information / Applications

## Introduction to Microsoft Access

This hands-on course will teach beginners how to use Microsoft Access to build a database and customize the way data is stored.

## Introduction to Microsoft Excel

Discover how to create worksheets, workbooks, charts, and graphs quickly and efficiently in Microsoft Excel.

## Introduction to Microsoft Outlook

Are you overloaded with emails, meetings, and to-do lists? Make use of Microsoft Outlook functions, and you will rapidly increase your efficiency and productivity.

## Introduction to Microsoft PowerPoint

Learn how to use Microsoft PowerPoint 2016 to create professional-looking presentations using slide and layout masters that make global changes in a snap.

## Introduction to Microsoft Project

Discover how to effectively plan and implement projects using the world's most popular project management software.

## Introduction to Microsoft Publisher

Learn to create your own newsletters, calendars, brochures, greeting cards, and more with Publisher, the desktop publishing app included in the Microsoft 365 suite.

## Introduction to Microsoft Word

Learn to use the basic features of Word to type, edit, format, spell check, and print professional-looking documents, letters, and reports.

## Introduction to PC Security

Learn the fundamentals of PC and network security from this expert-developed course.

## Introduction to QuickBooks

Learn to use QuickBooks Online to record income and expenses; enter checks and credit card payments; track your payables, inventory, and receivables; and much more.

## Introduction to SharePoint

Learn the basics of SharePoint with this online course.

## Technical Training

### Introduction to Windows 11

In this course, you will learn to use Windows 11, a powerful new operating system, including customizing your desktop, managing files and folders, and navigating the web with the latest Microsoft Edge browser.

### Master VLOOKUP in Microsoft Excel

Obtain valuable skills working with data in Excel in this self-paced, online course.

### Microsoft Access Certification Training

Earning Microsoft Offices Specialist certification is an important career steppingstone if you work with Office products. This course will prepare you for the Microsoft Office Specialist Access Certification exam.

### Microsoft Access Series

As the most widely-used desktop database management programs, knowing how to use Microsoft Access adds a valuable skill to your professional profile. The Microsoft Access 2019 Series will teach beginners how to use Access to efficiently build, customize, and manage databases and bring their skills to an intermediate level. This course is appropriate for Access versions 2019, 2021, and Office 365.

### Microsoft Excel - Pivot Tables

Master all the features of Excel pivot tables, including little-known options and settings, layouts, calculated fields, multi-level subtotals, Pivot Charts, Timelines, and Slicers.

### Microsoft Excel Certification Training

Becoming a certified Microsoft Office Specialist (MOS) Expert demonstrates your mastery of Microsoft Office products. This course prepares you for the Microsoft Office Specialist Expert certification exam for Microsoft Excel.

### Microsoft Office Specialist (MOS) Associate Certification Training

The Microsoft Office Specialist (MOS) Associate Certification Training course will prepare you to take the Microsoft Office Specialist certification exams for Word, Excel, PowerPoint, and Outlook.

# Computer Information / Applications

## Technical Training

### Microsoft PowerPoint Certification Training

This Microsoft PowerPoint MOS Certification Training course will prepare you for the Microsoft Office Specialist PowerPoint Certification exam.

### Microsoft SharePoint Training

Master the basics of Microsoft SharePoint 365 from working with lists, libraries, and forms to page customization, managing sites, site permissions, and users!

### Microsoft Word Certification Training

This Microsoft Certification training course prepares you for the Microsoft Office Specialist Expert exam for Microsoft Word.

### Professional Bookkeeping with QuickBooks Online

Acquire the skills you need to make the most of QuickBooksOnline. This course will help you understand how to get your business finances in order and save time with this powerful and useful tool. This course also serves as preparation for the QuickBooks Certified User exam.

## Leadership / Professional Development / Business

## Training



### Professional Bookkeeping with QuickBooks Online with Payroll Practice and Management

Acquire the skills you need to make the most of QuickBooks Online and payroll basics. This course also serves as preparation for the QuickBooks Certified User exam and the Fundamental Payroll Certification exam offered by PayrollOrg

### QuickBooks Online Series

Learn to use QuickBooks Online to record income and expenses; enter checks and credit card payments; track your payables, inventory, and receivables; and much more.

### Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

### Accounting Fundamentals II

Give yourself skills that are in high demand by exploring corporate accounting.

### Accounting with Excel

Master the skills and develop the knowledge you need to increase your financial awareness, while taking your Excel skills to add time-saving functions to your repertoire.

### Building Teams That Work

What are the secrets to managing successful teams in the workplace? Explore communication techniques and problem-solving skills that will help you get your team on track in no time.

### Certified Six Sigma Black Belt

This course prepares you for the ASQ Certified Six Sigma Black Belt Examination and equips you to apply Six Sigma concepts and methods as a practitioner or consultant.

# Leadership / Professional Development / Business

## Certified Six Sigma Green Belt

Prepare for Six Sigma Green Belt certification by mastering the contents of the American Society for Quality (ASQ) Six Sigma Green Belt body of knowledge.

## Certified Six Sigma Green Belt and Black Belt

This course prepares you for the ASQ Certified Six Sigma Green Belt and Black Belt Examinations and also equips you to apply Six Sigma concepts and methods as a project leader, practitioner, consultant, or team member.

## Certified Supply Chain Professional (CSCP)

Train to become a Certified Supply Chain Professional (CSCP). This course covers all facets of supply chain management.

## Collaborative Problem Solving

Learn the basics of collaborative problem-solving, working in teams and why it's important to our professional and personal success in this online course.

## Distribution and Logistics Management

Learn how to improve your company's distribution and logistics management activities, increase customer satisfaction, and improve operational throughput.

## Fundamentals of Supervision and Management

Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

## Fundamentals of Supervision and Management II

Learn how to be an effective manager or supervisor. Master the basics of communicating effectively, and learn tools for developing your own interpersonal skills.

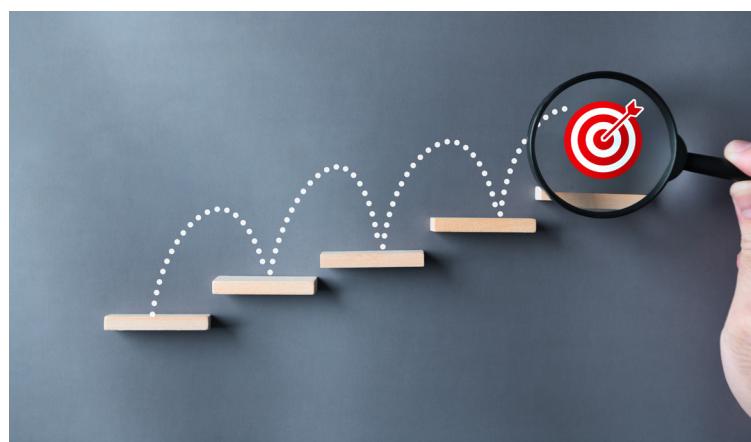
## Goal Setting and Workplace Efficiency Training

In this Goal Setting and Workplace Efficiency Training class, students will learn valuable professional skills that will help them set and achieve goals and manage their time effectively.

## Individual Excellence

Master twelve career-enhancing skills including goal setting, time management, personal organization, and creativity.

Training



## Interpersonal Communication

Become aware of the conscious and unconscious information people send. Develop effective communication with others.

## Introduction to Business Analysis

Learn powerful techniques to improve your decision-making skills at work.

## Leadership

Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.

## Leadership Academy

Strong leadership starts with a solid foundation. In these sessions participants will gain clarity on their roles and responsibilities. Whether you are leading a team for the first time or looking to refresh your approach these sessions tools to help you lead with purpose, authenticity and impact.

# Leadership / Professional Development / Business

## Training

### Leadership Conflict Resolution

This course provides current and aspiring leaders, managers, and team leads with the essential strategies and communication skills required to proactively manage workplace disputes, disagreements, and tension. Participants will learn to transform negative conflicts into productive outcomes, fostering a more positive, innovative, and high-performing team environment.

### Lean Six Sigma Black Belt (Exam Cost Included)

Learn the principles of Lean Six Sigma and prepare to take the Lean Six Sigma Black Belt certification exam.

### Lean Six Sigma Black Belt with 1-on-1 Project Coaching (Exam Cost Included)

Learn the principles of Lean Six Sigma and prepare to take the Lean Six Sigma Black Belt certification exam.

### Lean Six Sigma Green Belt (Exam Cost Included)

Learn the process improvement method of Lean Six Sigma by teaching you how to deliver measurable, sustainable, streamlined improvements and finding the root causes of problems. This Green Belt training will also prepare you for the Lean Six Sigma Green Belt Certification exam.

### Lean Six Sigma Green Belt and Black Belt (Exam Cost Included)

In this online course, you will learn the principles of both Lean Six Sigma Green Belt and Lean Six Sigma Black Belt before sitting for the certification exams.

### Lean Six Sigma Green Belt with Black Belt with 1-on-1 Project Coaching (Exam Cost Included)

Learn the principles and applications of Lean Six Sigma process improvement projects from start to finish with this online Black Belt and Green Belt course.

### Lean Six Sigma Yellow Belt and Green Belt (Exam Cost Included)

Launch a lucrative and rewarding career by learning process improvement methods and preparing for the Lean Six Sigma Yellow Belt and Green Belt certification exams.

### Lean Training (Exam Cost Included)

This in-depth online course will teach you how to utilize the principles of Lean process improvement as you prepare to test for Lean Certification.

### Management Training

If you're thinking of starting a business or pursuing an MBA, learn the essentials here! This online Management Training course is perfect for business owners, entrepreneurs, and anyone who wants to learn the basics of business and management.

### Managing Remote Teams

This course is your secret weapon to becoming a star manager leading a superstar team in this different, remote, and socially distanced world.



# Leadership / Professional Development / Business

## New Manager Suite

Learn how to be an effective manager or supervisor by developing leadership skills that can help you gain the respect and admiration of others. You will also learn how to master the basics of business and organizations, the people skills required to motivate and delegate, the tools for solving problems and resolving conflicts, and the basics of communicating effectively.

## Organizational Development & Change

Learn the basic concept of corporate culture and how organizational change impacts that culture.

## Procurement & Purchasing Management

Learn the basics of the supply chain process, purchasing, contracting issues, and management in the Procurement Purchasing Management course.

## Productivity and Benchmarking

Learn how to establish meaningful metrics and implement plans that enhance overall productivity.

## Project Management Applications

Learn how to maximize your project's chance of success and become proficient at recruiting and empowering your project's team members.

## Project Management Basics with PMP

### Exam Prep Suite

Master the essentials of project management with an experienced Project Management Professional as your guide. This course provides the concepts you need to plan, implement, control, and close any type of project, as well as help you learn how to prepare for the Project Management Institute's (PMI) prestigious Project Management Professional (PMP) certification exam.

## Project Management Essentials with CAPM Prep

This course is designed for individuals new to project management, providing a solid foundation of the most common terms and concepts you will need and helping you prepare for the Certified Associate In Project Management (CAPM) certification exam. CAPM and PMI are registered marks of Project Management Institute, Inc.

## Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

## Training

## Project Management Fundamentals II

Learn the essential skills that every project manager needs to successfully plan and manage projects.

## Project Management Professional PMP Prep

Learn how to prepare for the Project Management Institute's (PMI) prestigious Project Management Professional (PMP) certification exam and what to expect after you complete it.

## Purchasing Fundamentals

Improve your company's bottom line by mastering the fundamentals of purchasing.

## Six Sigma: Total Quality Applications

Learn to apply the elements and methods of Six Sigma to achieve the highest possible quality.

## Soft Skills Suite

Want to brush up on your soft skills? This suite of courses teaches everything from working with tough personalities to making better business decisions.

## Supervision and Management Series

Whether you're new to managing employees or are a seasoned pro, these courses will help you brush up on your leadership and interpersonal communication skills, to help you lead your team to success.

## Supply Chain Management Fundamentals

Master the fundamentals of supply chain management and prepare for internationally recognized certification examinations.

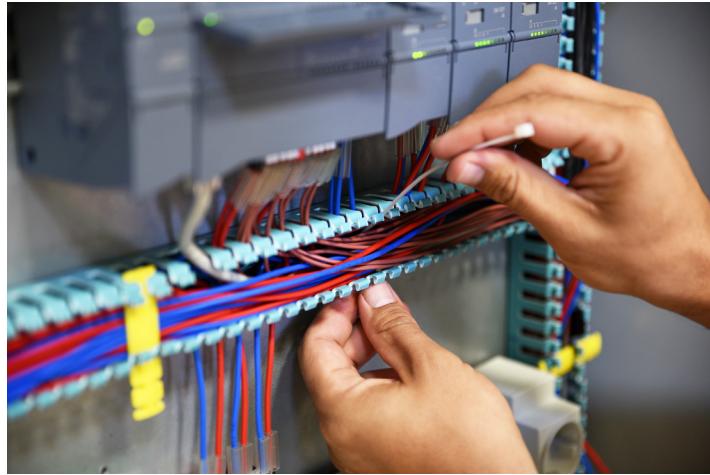
## The Complete Project Manager with CAPM and PMP Prep

This is a comprehensive project management program for those who want to expand their knowledge and application of project management concepts. It is designed to create skills for today's project practitioners and prepare them for either the CAPM or PMP certifications.

## Total Quality Fundamentals

Learn the basics of total quality management.

# Assessment / Testing



## **Mechanical Aptitude**

Developed as a quick evaluation of a person's mechanical aptitude in the areas of: Home Settings; Work- Production & Maintenance; School- Science & Physics; and Hand & Power Tools.

## **Electrical Aptitude**

Developed as a quick evaluation of a person's electrical aptitude in the areas of: Mathematics; Electrical Concepts; Process Flow; Signal Flow; Electrical Schematics; and Electrical Sequences.

## **MultiCraft Aptitude**

Developed as a quick evaluation of a person's mechanical and electrical aptitude, this test measures the same constructs as the mechanical and electrical aptitude tests, but may be used for assessment of applicants who require aptitude in both areas.

## **Basic Skills Tests**

### **Combined Basic Skills**

This assessment was developed to enable a quick evaluation of literacy and other basic skills required in manufacturing and processing. The four sub tests are: Reading; Arithmetic; Inspection & Measurement; and Process Monitoring & Problem Solving.

## **Electrical Assessments**

### **Electrical Entry**

A 60-item test of entry level electrical knowledge and skills for jobs where these skills are necessary parts of job activities. They reflect the knowledge of a first or second year apprentice and are less difficult than our Trainee tests.

### **Electrical Maintenance Trainee**

For use in selecting electrical trainees. The test contains 60 items.

### **Industrial Electrician**

This 60-item test focuses more heavily on diagnostics and troubleshooting in the industrial setting than our ElecTest. It omits component and sub-component level electronics such as transistors, logic gates, and single-function chips, and focuses on troubleshooting of user-serviceable components and proper installation and maintenance.

### **ElecTest**

A 60-item test used for selection of electrical repair and maintenance candidates where practical electrical knowledge and skill are necessary parts of maintenance job activities.

### **Electrical Troubleshooting**

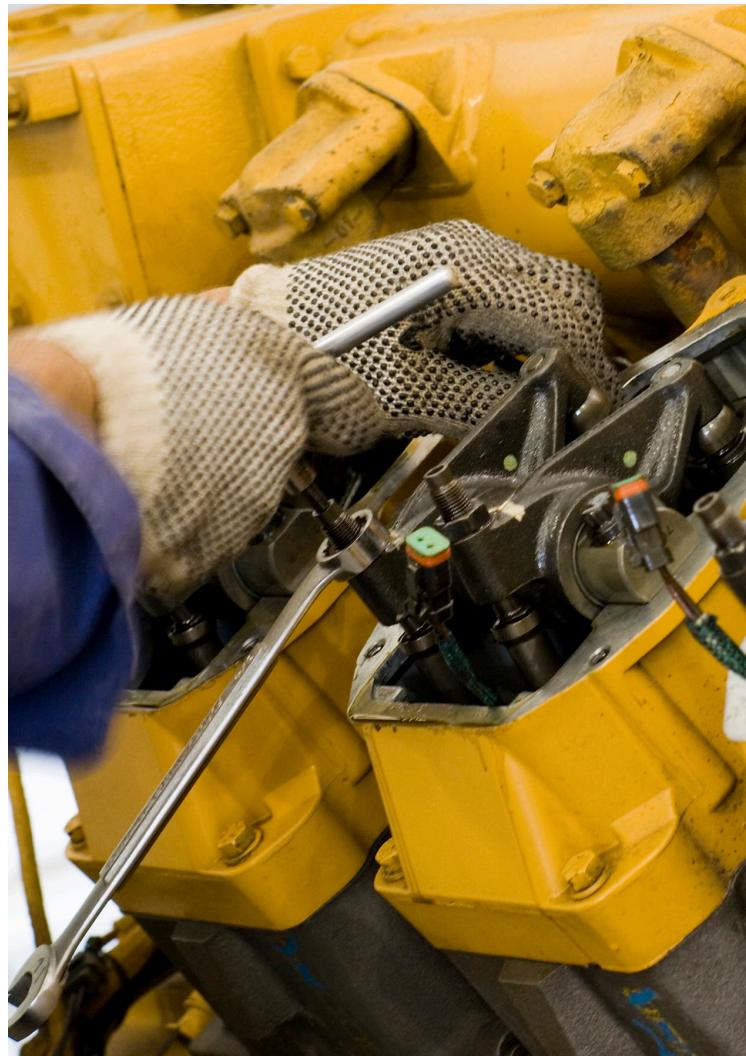
A 36-item troubleshooting test. Provides a higher-level test than Electrical Learner Series- Troubleshooting and Problem Solving.

Categories include: ELECTRICAL •AC/DC Circuits •Motors •Construction, Installation, & Distribution •Schematics & Print Reading •Computers & PLCs

### **Maintenance Electrician B & A**

For use in selecting manufacturing or processing electrical maintenance candidates. Each test contains 60 items. Maintenance Electrician B is a test with more focus on motors and power supplies than ElecTest. Maintenance Electrician A is more difficult than Maintenance Electrician B. Data for both tests indicate very good to excellent reliability

# Assessment / Testing



## Mechanical Assessments

### Mechanical Entry

A 60-item test of entry level mechanical knowledge and skills for jobs where these skills are necessary parts of job activities. They reflect the knowledge of a first or second year apprentice and are less difficult than our Trainee tests. Alternate form available.

### Mechanical Maintenance Trainee

For use in selecting mechanical trainees. This test contains 60 items.

### MecTest

Used for selection of repair and maintenance candidates. This test contains 60 items.

### Mechanical Troubleshooting

A 36-item troubleshooting test.

Categories include: •Print Reading •Power Transmission  
•Lubrication •Tool Use & Machines •Pneumatics & Hydraulics  
•Pumps & Piping

### Mechanical Technician C, B, & A

Mechanical Technician C, Mechanical Technician B, Mechanical Technician A.

For use in selecting experienced metals or manufacturing candidates. Each test has 60 items, with C representing the starting level and A the most advanced

## MultiCraft Assessments

### Maintest

This 153-item, 2½-hour test measures the practical mechanical and electrical job knowledge of maintenance employees with results reported online.

Measures strengths and weaknesses in 21 areas: •Hydraulics  
•Pneumatics •Welding •Power Transmission •Lubrication  
•Pumps •Piping •Rigging •Mechanical Maintenance •Shop Machines, Tools, & Equipment •Combustion •Motors  
•Digital Electronics •Schematics & Print Reading •Control Circuits •Power Supplies •Basic AC/DC Theory •Power Distribution •Test Instruments •Computers & PLCs •Electrical Maintenance

Percentile ranks are provided so you can compare scores among your workers and against a national sample of 21,345 maintenance workers in each of the 21 categories, as well as overall.

### MultiCraft Diagnostic Test

A recent 128-item test designed to evaluate incumbent workforces to determine training deficiencies and needs. Measures strengths and weaknesses in areas similar to the Maintest, but contains more current electrical content.

### Electrical Diagnostic Test

This test consists of 10 categories, each with 10 questions

### Mechanical Diagnostic Test

This 100-item test features 10 categories, each with 8-12 questions.

# Assessment / Testing

## MultiCraft Entry A

60-item test of entry level maintenance knowledge and skills that contains approximately 80% mechanical and 20% electrical content.

## Mechatronics Technician

This 100-item test was developed to aid in the selection of maintenance technicians in advanced, automated manufacturing industries. It covers electrical, computer, and mechanical topics in 11 categories

## Controls & Instrumentation

### PLC Test

This 60-item test is intended for use with applicants and incumbents for jobs where knowledge of programmable logic controllers is a necessary part of job activities.

Categories include: •PLCs & I/O Basics •Ladder Logic •Programming Basics •Peripherals & Systems •Troubleshooting •Relays & Controls

## Controls Technician

A 60-item test that measures the knowledge and skills of a candidate who handles the day-to-day issues or long-term maintenance of PLCs and control systems.

Categories include: •Schematics & Logic Reading •Sensors & Feedback •Motors & Drives •Power Supplies & Distribution •PLC, DCS, & Networking •Basic Automation •Process Control & Instrumentation

## Variable Frequency Drive Test

This 40-item test was developed in response to requests for a means to evaluate the understanding of maintenance and troubleshooting of VFDs in industrial settings.

Categories include: •Mechanical & Electrical Motor Theory •VFD Components • Drives • Troubleshooting

## Electronics & Instrumentation Technician

A 100-item test for use in assessing E&I Technicians. Originally developed for a power utility.

Categories include: •Digital & Analog Electronics • Mechanical •Electrical Print Reading, Schematics, & Logic • Computer, PLC, & DCS •Process Control • Power Distribution •AC/DC Theory • Construction & Installation •Test Instruments • Motors



# Assessment / Testing

## Robotics

A 95-item test designed to test knowledge and skill in robotics.

Categories include:

- Schematic and Print Reading
- Mechanical
- Pneumatics
- Drives and Control
- Sensors and Feedback
- Test Instruments
- Computers & PLCs
- Robotics

## Fabrication

### CNC Trainee

This is a 90-item test for Computer Numerical Control (CNC) trainees.

Categories include:

- Prints, Drawings, & Forms
- Tooling
- Operation
- Precision Measurement
- Programs
- Turning & Boring
- Materials
- CNC Mathematics

### CNC Test

This 60-item test is designed to assess knowledge of concepts important to CNC.

Categories include:

- Layout, Cutting, & Assembly
- Print Reading
- Metals & Materials
- CNC Operations

### CNC Operator

This is a 75-item test designed to assess the knowledge and skills of CNC operators.

Categories include:

- General CNC Knowledge
- Coordinate Systems
- Interpolation
- Tape Code & Program Structure
- Tool Compensation
- M-Codes
- Operations

## Machinist

This 60-item test is used to select Machinists.

Categories include:

- Heat Treating
- Layout, Cutting, & Assembly
- Print Reading
- Steel, Metals, & Materials
- Rigging
- Mechanical Principles & Repair
- Machine Tools
- Tools, Materials, & Equipment
- Machine Shop Lubrication

## Welding Testing and Inspection

We provide a full range of services for weldment inspection and certification, with all procedures executed by Certified Welding Inspectors (CWI) and other qualified personnel, ensuring compliance with the stringent requirements of the American Welding Society, ASME and other codes.



### General Weldment Inspection

All inspections are performed in accordance with the specific requirements of the applicable welding code (e.g., D1.1, D1.2, D1.5, etc.) and the client's approved Welding Procedure Specification (WPS). This three-phase inspection process covers the complete welding life cycle: Pre-inspection, In Process weld inspection, and Post weld inspection.

### Certified Weld Testing

Governed by codes like the AWS and ASME. It involves rigorous inspection and testing, supervised by a Certified Welding Inspector (CWI), to ensure that both the welding procedures and the individual welders have the ability to produce sound, quality welds.

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