NEIEP is currently producing the first video in our new Safety Awareness for Everyone (SAFE) Video Series. This initial video covers the basics of Personal Protective Equipment specific to the elevator constructor’s needs, demands, and work environments.

The video is narrated by a veteran elevator constructor who guides the viewer through relevant PPE concerns in the elevator industry. Interspersed between segments providing important information related to various safety-related issues, the video presents scenarios of elevator constructors working on the job site and facing potentially hazardous situations. In addition to describing the types of PPE options available in multiple categories, the video warns against instances where the incorrect choice of PPE can be as dangerous as not wearing the equipment at all.

The PPE Video touches upon topics including:
- Hard hats
- Eye protection
- Ear protection
- Clothing
- Gloves
- Safety shoes

Excerpts from the PPE Video:

Safety Shoes
Low, oxford style shoes may be OK for elevator maintenance, but for construction and modernization, you need high-top boots. They should be high enough so your pant leg covers the top.

Hearing Protection
Hearing protection needs to be worn. Grinders and powder actuated fastening devices are common sources of harmful noises in elevator work. You can get hearing protectors that attach directly to your hard hat. If you wear earmuffs, they need to make a perfect seal around the ear to be effective. For extremely noisy situations, wear earplugs with earmuffs. If you use non-disposable earplugs, clean them after each use.

NEIEP feels this comprehensive video captures significant elements of PPE and basic on-the-job safety. It is important that members keep safety at the forefront of their minds to protect themselves and other individuals on the job site.
In classrooms across the country, technology is used to create more engaging learning environments. The NEIEP classroom is an example of such use of technology where instructors use PowerPoint presentations filled with images and video as a supplement to the traditional classroom lecture. While we must utilize quantitative assessments such as multiple-choice exams to ensure a streamlined approach to testing student performance in our courses, we will continue to develop and include engaging tools such as hands-on practical assessments.

We know our students learn in many different ways: visual, auditory, kinesthetic, tactile, etc. As the material sometimes presented in the NEIEP curriculum can be abstract and complex, having more opportunities to examine and manipulate objects may make this abstract knowledge more concrete and clear to our apprentices. Through hands-on assessments, students are able to see real-life examples of the knowledge they learn in class come to life through experimentation and practical application. Having another way to create meaning out of knowledge adds a new dimension to the student’s ability to retain new information.

Clearly, these types of activities engage students who are tactile or kinesthetic learners who need movement to learn best. It’s also an effective method to engage auditory learners who can talk about what they’re doing, and visual learners who can observe the approaches other students take in problem solving. When NEIEP students have the opportunity to take learning into their own hands, they become motivated to continue to grow and learn. Offering such methods of learning through hands-on practical assessments is a crucial step in providing our apprentices with the type of learning opportunities that they not only want but also need.

Instructors who have completed the Advanced Train the Trainer Course (ATTC) in Warwick, RI are eligible to take the online Instructor Professional Development course currently being facilitated by Linda DuBois and Jon Henson at NEIEP. The 10-week asynchronous course is held completely online and includes instructors participating from across the country.

This most recent iteration of the course utilizes resources found in NEIEP’s Video Production Studio, particularly green screen technology. Course materials and video and audio recordings are produced into a web friendly format that are easily accessible at any time of day or night, making the completion of the course flexible to fit each instructor’s changing schedules and demands.

Various videos, podcasts, and readings are the basis for weekly discussions, which establish the engaging and interactive learning environment instructors hope to achieve in any classroom. If you have received a certificate of completion for the ATTC and did not receive an emailed invitation to participate in this current IPD course, please contact Linda DuBois ldubois@neiep.org ext. 6121 or Jon Henson jhenson@neiep.org ext. 6115 to be added to the contact list.
As you all well know, NEIEP is constantly updating material as well as teaching aids for the benefit of our instructors and students.

One of the most valuable teaching aids is the Laptop Computer. Since the implementation of this tool, we have been able to streamline the delivery of NEIEP curriculum dramatically. This compact device has replaced the bulky TV monitors, VCRs, and overhead projectors. It has also given us the opportunity to see firsthand the attendance, missing unit exams as well as industry hours and other valuable information, which should be reviewed on a regular basis.

We at NEIEP depend on our instructors to utilize their laptop to its fullest capacity. In appreciation for the dedication of our instructors educating our membership, active instructors are able to purchase their laptops at the end of the lease period at a substantial savings. After a laptop is purchased, a new laptop will be sent out to the instructor for classroom instruction.

Currently all Gateway computers are available for purchase. If you are currently teaching a class and are using a Gateway, please either purchase it or send it back ASAP and a new laptop will be sent out immediately.

To purchase an available Laptop, send a check for the sum of $225.00 to: CSM Group Inc. 481 Old Post Rd. Suite C, North Attleboro, MA. 02760
Local Chairmen and co-Chairmen can submit makeup classes via the Classbuilder which is available at www.neiep.org. All makeup classes must be registered and approved by NEIEP prior to being held in order to provide funding. When scheduling these courses it is important to remember that students must make up all missed class hours and unit examinations in order to become eligible for the Year-End Examination. Students who are not eligible for the Final Examination on exam day will not be allowed to sit for the exam and will be required to repeat the year of instruction in the following season.

**Classroom Makeup Classes:**
Each Local may register up to four (4) four-hour makeup sessions totaling sixteen makeup hours per site.

**Distance Learning Makeup Classes:**
Each Local may register up to three (3) four-hour makeup sessions per site.

We cannot stress enough how important it is to begin correcting attendance and unit examination issues now. In an effort to assist Committees, Instructors, and students with this process, NEIEP has created several convenient reporting tools.

The **Missing Requirements Report** is available to Committee Members and Instructors on the NEIEP website, www.neiep.org. This report is designed to list all of the seasons requirements not met to date. This includes hours and unit examinations.

**Quick tip for Committee Members:** Customize the report. Click on the column headers to sort the report results. (ex: click on the title “ClassName” to sort the information by class). You can click a second time to sort in reverse order or sort by multiple columns by clicking on multiple headers.

The **Attendance Summary Report** is designed to display student participation information by class. This report lists each student’s attendance and unit examination records to date for the season.

Please remind students that the NEIEP website is available to them and will allow them to track their own progress and missing requirements throughout the season.

**NEIEP CALENDAR** Importan Dates for Spring 2010

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<tr>
<th><strong>MARCH</strong></th>
<th><strong>APRIL</strong></th>
<th><strong>MAY</strong></th>
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<tbody>
<tr>
<td>March 1-5</td>
<td>OSHA 502 Course in Baltimore, MD</td>
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<tr>
<td>April 19-22</td>
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<tr>
<td>May 31</td>
<td>Annual Pre-registration packets are undergoing improvements and will be distributed beginning in May.</td>
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Reminder: Student grades and attendance are due to the NEIEP office within seven (7) days from the date the class was held. Also, keep in mind that payroll closes the 7th of the month.