COURSE SYLLABUS: PTRT 2331 – WELL COMPLETION AND WORKOVER
LOCATION: HOUSTON COMMUNITY COLLEGE – CODWELL CAMPUS
CLASS DATES: SPRING SEMEMSTER - THURSDAY
CREDIT HOURS: 3.00
CLASS TIME: 8.00 AM – 10.00 AM

HOUSTON COMMUNITY COLLEGE (NORTHEAST CAMPUS) MISSION STATEMENT:
Houston Community College will be the most relevant community college in the country. We will be the opportunity institution for every student we serve – essential to our community’s success.

WELCOME:
I welcome each of you to a semester of intricate study based upon an industry related inquiry of the salient and functional features of the oil and gas industry. Each student should be prepared to exit this course with a more expanded view of this industry than when they first entered.

Course Goals: Students will be able to understand the operational aspects and the process of completing oil and gas wells, speak more responsibly in the industry, college, on work teams in order to perform the designated and various tasks needed in the oil and gas industry.

Instructor Information:
Instructor: CHIOMA ANOWEY
Email: CHUMMY223@YAHOO.COM, CHIOMA.ANOWEY@HCCS.EDU
Course schedule: THURSDAY, 8.00 am TO 10.00 am
Office Hours: AFTER LECTURE


1 PTRT 2331 Course Syllabus Note: (※): Denotes that item may be changed or amended with total agreement with students, teacher and Department Head.
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Students with Disabilities:
"Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office." For questions, contact Donna Price at 713-718-5165 or the Disability Counselor at each college. Also visit the ADA web site at: http://www.hccs.edu/students/disability/index.htm. Faculty Handbook/Faculty Orientation is also available at http://www.hccs.edu/students/disability/faculty.htm.

METHOD OF INSTRUCTION:
A lecture format is used. A basic format of explanation will be employed so that the student will be able to obtain a basic understanding of how information is utilized in the oil and gas industry. It is therefore important for each student to read the textbook and come prepared to participate. If you miss a class you will be responsible to getting the information missed.

CLASS POLICIES:
ARGUING WITH THE INSTRUCTOR OR WITH ANY STUDENT IN CLASS IS NOT ALLOWED. HCC IS AN INSTITUTION, SO PROFESSIONAL BEHAVIOR IS REQUIRED IN CLASS.
Academic Honesty: All HCC rules, policies, and regulations applied to this class which includes, but is not limited, to cheating on a test, plagiarism, and collusion as they are described in the 2007 HCC Student Handbook.

Attendance and Withdrawal Policies: All students are required to be present during class sessions and must communicate with the instructor in case they need to be absent from a class period. Any student, who is absent for more than two times, will be automatically withdrawn. See the student handbook, Course Schedule, or Catalog for details. (Unless with documented and genuine reason for absence)

Course Requirements and Grading Policy: All students are required to be on time for lectures and highly encouraged and challenged to participate during lectures in the course. All students are encouraged to read their textbooks, you will have no one blame if you do not read your book. GROUP WORK WILL BE GIVEN.

ANY STUDENT THAT PARTICIPATED IN GROUP WORK BUT DID NOT DO THE CLASS PRESENTATION, WILL NOT RECEIVE POINTS FOR THE PRESENTATION. LIKewise, STUDENT(S) THAT REFUSE(S) TO CONTRIBUTE TO THEIR GROUP WORK WILL NOT RECEIVE ANY GRADE FOR THE WHOLE PROJECT. (IT IS UP TO THE GROUP MEMBERS TO DISCLOSE WHO DID NOT PARTICIPATE)
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<thead>
<tr>
<th>Letter Grade</th>
<th>Test/Project Score</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100</td>
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<td>B</td>
<td>80-89</td>
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<td>C</td>
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<td>D</td>
<td>60-69</td>
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<td>F</td>
<td>0-59</td>
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Testing: GROUP WORK = 25%
TESTS = 50%
FINAL EXAM = 25%

Make-UP Policy: NO MAKE-UP TEST WILL BE GIVEN TO ANY STUDENT WHO MISSED A TEST.

Projects, Assignments
Portfolios, Service
Learning Internships, etc.
STUDENTS WILL BE PUT IN GROUPS AND GIVEN TOPICS TO PRESENT. PRESENTATION DATES WOULD BE ANOUNCED IN CLASS.
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PROJECT FORMAT

It is important to mention that each and every project is to be presented in the following format
i. Title page- 5 points
ii. Table of Content- 5 points
iii. Introduction and Body: this should address the total content of the assignment- 70 points
iv. Summary or Conclusion – 10 points
v. Class presentation and slide- 10 points

Every group member must participate; points will be deducted from the group total score for any group that did not do their work properly or have an incomplete project. A detailed hard copy of the topic with not less than ten pages should be presented to the instructor, while the slides (10-15 pages) with explanations should be emailed to the instructor. POINTS WILL BE DEDUCTED FOR ANY LATE SUBMITION. At the appropriate time, all assignment will be announced and are due at the time indicated in class.

Course Content:

INTRODUCTION TO WELL COMPLETION

CONNECTING THE PAY ZONE AND THE BOREHOLE

THE EQUIPMENT OF NATURALLY FLOWING WELLS

ARTIFICIAL LIFT

WELL SERVICING AND WORKOVER
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ACADEMIC CALENDAR:

JAN 16 – INTRODUCTION AND SYLLABUS DISCUSSION
JAN 23- INTRODUCTION TO WELL COMPLETION (CHAPTER ONE)
JAN 30- CONNECTING THE PAY ZONE AND THE BORHOLE (CHAPTER TWO)
FEB 06 - CONNECTING THE PAY ZONE AND THE BOREHOLE (cont.)
FEB 13 - THE EQUIPMENT OF NATURALLY FLOWING WELLS (CHAPTER THREE)

FEB 20 - THE EQUIPMENTS OF NATURALLY FLOWING WELLS (cont.)
FEB 27 - TEST ONE/ GROUP TOPIC
MAR 06 - ARTIFICIAL LIFT (CHAPTER FOUR)
MAR 13 - HCC SPRING BREAK
MAR 20 - ARTIFICIAL LIFT (cont)
MAR 27 - WELL SERVICING AND WORKOVER (CHAPTER FIVE)
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APR 03 - WELL SERVICING AND WORKOVER (cont.)

APR 10 - TEST TWO / GROUP ONE PRESENTATION

APR 17 - GROUPS TWO AND THREE PRESENTATIONS

APR 24 – GROUPS FOUR AND FIVE PRESENTATIONS

MAY 01 – REVISIONS

MAY 08- FINAL EXAM

NOTE- THIS COURSE OUTLINE, ASSIGNMENTS,GRADE PERCENTAGE AND MAKE-UP POLICY MAY BE REVIEWED AS DEEMED APPROPRIATE AT ANY TIME BY THE INSTRUCTOR.

OTHER STUDENT INFORMATION (CLUBS, TUTORING, WEB RESOURCES, ETC.)

Students are encouraged to join the Petroleum Engineering Technology Students Association. Additional help and support is available upon request. Students are encouraged to join the Society of Petroleum Engineers Gulf Coast section. Classes will also be held at industry sites per request, for additional training/learning opportunities. Students will be notified in advance.

Students are encouraged to visit informative sites of:
The American Chemical Society
The American Institute of Chemical Engineers
The Center for the Advancement of Process Technology
The Gulf Coast Process Technology Alliance

Students are encouraged also to join the American Chemical Society Students Affiliates Section
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