

# SHEET METAL APPRENTICESHIP PROGRAM

## DAILY WORK RECORD

THIS REPORT IS A DAILY RECORD OF THE TYPE OF ON-THE-JOB TRAINING YOU ARE RECEIVING. NO GRADE IS REQUIRED. ITS SOLE PURPOSE IS TO DETERMINE THE TIME EACH APPRENTICE SPENDS IN THE VARIOUS FACETS OF TRAINING. ALL OF THE AREAS DO NOT NEED TO BE COVERED DURING YOUR APPRENTICESHIP.

**NAME:**

**COMPANY:**

**MONTH/YEAR: DECEMBER 2018**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1ST WEEK	3	4	5	6	7
2ND WEEK	10	11	12	13	14
3RD WEEK	17	18	19	20	21
4TH WEEK	24	25	26	27	28
5TH WEEK	31				

**SHOP WORK**

- 1S. DRIVING TRUCK
- 2S. LOAD & UNLOAD TRUCKS, PICK UP MATERIAL
- 3S. BUILDING MAINTENANCE
- 4S. RACKING IRON AND SUPPLIES
- 5S. SWEEPING FLOORS
- 6S. MAKING CLEAT STOCK
- 7S. CUTTING ON SHEAR
- 8S. CUTTING ANGLE IRON
- 9S. POWER PRESS AND ROLLER
- 10S. FORMING FITTINGS
- 11S. ASSEMBLING FITTINGS
- 12S. LAYOUT FITTINGS
- 13S. LINING DEPARTMENT
- 14S. SOLDERING
- 15S. WELDING
- 16S. GRINDING
- 17S. PIPE MACHINE
- 18S. PLASMA CUTTER
- 19S. COMPUTER
- 20S. DRAFTING
- 21S. RUNNING MISC. MACHINERY
- 22S. OTHER

A. \_\_\_\_\_

B. \_\_\_\_\_

C. CONCENTRATED TRAINING

**FIELD WORK**

- 1F. UNLOADING TRUCKS
- 2F. SORTING DUCTWORK
- 3F. HANGING DUCTWORK
- 4F. SEALING DUCTWORK
- 5F. HOISTING & RIGGING
- 6F. CRANE LIFTS
- 7F. HELICOPTER LIFTS
- 8F. FAN ROOMS
- 9F. BLOW PIPE
- 10F. DUST COLLECTING
- 11F. LAGGING
- 12F. WELDING
- 13F. SOLDERING
- 14F. TESTING & BALANCING
- 15F. OVENS & SPRAY BOOTHS
- 16F. STACKS
- 17F. ARCHITECTURAL WORK
- 18F. FLEX & GRILLS
- 19F. FIELD MEASURING
- 20F. FURNACE INSTALLATION
- 21F. TEAR-OUT
- 22F. JOB CLEAN-UP
- 23F. OTHER

A. \_\_\_\_\_

B. \_\_\_\_\_

**THIS FORM MUST BE RETURNED WITHIN 30 DAYS.**

**EMAIL TO:** [jatc@smw73.org](mailto:jatc@smw73.org)

Extra forms can be

**MAIL TO:** Sheet Metal Workers Local #73  
2701 Van Buren Street  
Bellwood, IL 60104

printed at [smw73.org](http://smw73.org)

Address: \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Phone: (708) 544-5711  
**FAX TO:** (708) 544-5662

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

# SHEET METAL APPRENTICESHIP PROGRAM

## DAILY WORK RECORD

THIS REPORT IS A DAILY RECORD OF THE TYPE OF ON-THE-JOB TRAINING YOU ARE RECEIVING. NO GRADE IS REQUIRED. ITS SOLE PURPOSE IS TO DETERMINE THE TIME EACH APPRENTICE SPENDS IN THE VARIOUS FACETS OF TRAINING. ALL OF THE AREAS DO NOT NEED TO BE COVERED DURING YOUR APPRENTICESHIP.

**NAME:**

**COMPANY:**

**MONTH/YEAR: JANUARY 2019**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1ST WEEK		1	2	3	4
2ND WEEK	7	8	9	10	11
3RD WEEK	14	15	16	17	18
4TH WEEK	21	22	23	24	25
5TH WEEK	28	29	30	31	

**SHOP WORK**

- 1S. DRIVING TRUCK
- 2S. LOAD & UNLOAD TRUCKS, PICK UP MATERIAL
- 3S. BUILDING MAINTENANCE
- 4S. RACKING IRON AND SUPPLIES
- 5S. SWEEPING FLOORS
- 6S. MAKING CLEAT STOCK
- 7S. CUTTING ON SHEAR
- 8S. CUTTING ANGLE IRON
- 9S. POWER PRESS AND ROLLER
- 10S. FORMING FITTINGS
- 11S. ASSEMBLING FITTINGS
- 12S. LAYOUT FITTINGS
- 13S. LINING DEPARTMENT
- 14S. SOLDERING
- 15S. WELDING
- 16S. GRINDING
- 17S. PIPE MACHINE
- 18S. PLASMA CUTTER
- 19S. COMPUTER
- 20S. DRAFTING
- 21S. RUNNING MISC. MACHINERY
- 22S. OTHER

A. \_\_\_\_\_  
 B. \_\_\_\_\_

C. CONCENTRATED TRAINING

**FIELD WORK**

- 1F. UNLOADING TRUCKS
- 2F. SORTING DUCTWORK
- 3F. HANGING DUCTWORK
- 4F. SEALING DUCTWORK
- 5F. HOISTING & RIGGING
- 6F. CRANE LIFTS
- 7F. HELICOPTER LIFTS
- 8F. FAN ROOMS
- 9F. BLOW PIPE
- 10F. DUST COLLECTING
- 11F. LAGGING
- 12F. WELDING
- 13F. SOLDERING
- 14F. TESTING & BALANCING
- 15F. OVENS & SPRAY BOOTHS
- 16F. STACKS
- 17F. ARCHITECTURAL WORK
- 18F. FLEX & GRILLS
- 19F. FIELD MEASURING
- 20F. FURNACE INSTALLATION
- 21F. TEAR-OUT
- 22F. JOB CLEAN-UP
- 23F. OTHER

A. \_\_\_\_\_  
 B. \_\_\_\_\_

**THIS FORM MUST BE RETURNED WITHIN 30 DAYS.**

EMAIL TO: [jatc@smw73.org](mailto:jatc@smw73.org)

Extra forms can be

MAIL TO: Sheet Metal Workers Local #73  
 2701 Van Buren Street  
 Bellwood, IL 60104

printed at [smw73.org](http://smw73.org)

Check here if:  New Address/Phone No. Address: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Phone: (708) 544-5711  
 FAX TO: (708) 544-5662

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

# SHEET METAL APPRENTICESHIP PROGRAM

## DAILY WORK RECORD

THIS REPORT IS A DAILY RECORD OF THE TYPE OF ON-THE-JOB TRAINING YOU ARE RECEIVING. NO GRADE IS REQUIRED. ITS SOLE PURPOSE IS TO DETERMINE THE TIME EACH APPRENTICE SPENDS IN THE VARIOUS FACETS OF TRAINING. ALL OF THE AREAS DO NOT NEED TO BE COVERED DURING YOUR APPRENTICESHIP.

**NAME:**

**COMPANY:**

**MONTH/YEAR: FEBRUARY 2019**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1ST WEEK					1
2ND WEEK	4	5	6	7	8
3RD WEEK	11	12	13	14	15
4TH WEEK	18	19	20	21	22
5TH WEEK	25	26	27	28	

### SHOP WORK

- 1S. DRIVING TRUCK
- 2S. LOAD & UNLOAD TRUCKS, PICK UP MATERIAL
- 3S. BUILDING MAINTENANCE
- 4S. RACKING IRON AND SUPPLIES
- 5S. SWEEPING FLOORS
- 6S. MAKING CLEAT STOCK
- 7S. CUTTING ON SHEAR
- 8S. CUTTING ANGLE IRON
- 9S. POWER PRESS AND ROLLER
- 10S. FORMING FITTINGS
- 11S. ASSEMBLING FITTINGS
- 12S. LAYOUT FITTINGS
- 13S. LINING DEPARTMENT
- 14S. SOLDERING
- 15S. WELDING
- 16S. GRINDING
- 17S. PIPE MACHINE
- 18S. PLASMA CUTTER
- 19S. COMPUTER
- 20S. DRAFTING
- 21S. RUNNING MISC. MACHINERY
- 22S. OTHER

A. \_\_\_\_\_

B. \_\_\_\_\_

C. CONCENTRATED TRAINING

### FIELD WORK

- 1F. UNLOADING TRUCKS
- 2F. SORTING DUCTWORK
- 3F. HANGING DUCTWORK
- 4F. SEALING DUCTWORK
- 5F. HOISTING & RIGGING
- 6F. CRANE LIFTS
- 7F. HELICOPTER LIFTS
- 8F. FAN ROOMS
- 9F. BLOW PIPE
- 10F. DUST COLLECTING
- 11F. LAGGING
- 12F. WELDING
- 13F. SOLDERING
- 14F. TESTING & BALANCING
- 15F. OVENS & SPRAY BOOTHS
- 16F. STACKS
- 17F. ARCHITECTURAL WORK
- 18F. FLEX & GRILLS
- 19F. FIELD MEASURING
- 20F. FURNACE INSTALLATION
- 21F. TEAR-OUT
- 22F. JOB CLEAN-UP
- 23F. OTHER

A. \_\_\_\_\_

B. \_\_\_\_\_

**THIS FORM MUST BE RETURNED WITHIN 30 DAYS.**

**EMAIL TO:** [jatc@smw73.org](mailto:jatc@smw73.org)

Extra forms can be

**MAIL TO:** Sheet Metal Workers Local #73  
2701 Van Buren Street  
Bellwood, IL 60104

printed at [smw73.org](http://smw73.org)

Check here if:  New Address/Phone No. Address: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Phone: (708) 544-5711  
**FAX TO:** (708) 544-5662

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

# SHEET METAL APPRENTICESHIP PROGRAM

## DAILY WORK RECORD

THIS REPORT IS A DAILY RECORD OF THE TYPE OF ON-THE-JOB TRAINING YOU ARE RECEIVING. NO GRADE IS REQUIRED. ITS SOLE PURPOSE IS TO DETERMINE THE TIME EACH APPRENTICE SPENDS IN THE VARIOUS FACETS OF TRAINING. ALL OF THE AREAS DO NOT NEED TO BE COVERED DURING YOUR APPRENTICESHIP.

**NAME:** \_\_\_\_\_

**COMPANY:** \_\_\_\_\_

**MONTH/YEAR: MARCH 2019**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1ST WEEK					1
2ND WEEK	4	5	6	7	8
3RD WEEK	11	12	13	14	15
4TH WEEK	18	19	20	21	22
5TH WEEK	25	26	27	28	29

### SHOP WORK

- 1S. DRIVING TRUCK
- 2S. LOAD & UNLOAD TRUCKS, PICK UP MATERIAL
- 3S. BUILDING MAINTENANCE
- 4S. RACKING IRON AND SUPPLIES
- 5S. SWEEPING FLOORS
- 6S. MAKING CLEAT STOCK
- 7S. CUTTING ON SHEAR
- 8S. CUTTING ANGLE IRON
- 9S. POWER PRESS AND ROLLER
- 10S. FORMING FITTINGS
- 11S. ASSEMBLING FITTINGS
- 12S. LAYOUT FITTINGS
- 13S. LINING DEPARTMENT
- 14S. SOLDERING
- 15S. WELDING
- 16S. GRINDING
- 17S. PIPE MACHINE
- 18S. PLASMA CUTTER
- 19S. COMPUTER
- 20S. DRAFTING
- 21S. RUNNING MISC. MACHINERY
- 22S. OTHER

A. \_\_\_\_\_

B. \_\_\_\_\_

C. CONCENTRATED TRAINING

### FIELD WORK

- 1F. UNLOADING TRUCKS
- 2F. SORTING DUCTWORK
- 3F. HANGING DUCTWORK
- 4F. SEALING DUCTWORK
- 5F. HOISTING & RIGGING
- 6F. CRANE LIFTS
- 7F. HELICOPTER LIFTS
- 8F. FAN ROOMS
- 9F. BLOW PIPE
- 10F. DUST COLLECTING
- 11F. LAGGING
- 12F. WELDING
- 13F. SOLDERING
- 14F. TESTING & BALANCING
- 15F. OVENS & SPRAY BOOTHS
- 16F. STACKS
- 17F. ARCHITECTURAL WORK
- 18F. FLEX & GRILLS
- 19F. FIELD MEASURING
- 20F. FURNACE INSTALLATION
- 21F. TEAR-OUT
- 22F. JOB CLEAN-UP
- 23F. OTHER

A. \_\_\_\_\_

B. \_\_\_\_\_

**THIS FORM MUST BE RETURNED WITHIN 30 DAYS.**

**EMAIL TO:** [jatc@smw73.org](mailto:jatc@smw73.org)

Extra forms can be

**MAIL TO:** Sheet Metal Workers Local #73  
2701 Van Buren Street  
Bellwood, IL 60104

printed at [smw73.org](http://smw73.org)

Check here if:  New Address/Phone No. Address: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

Phone: (708) 544-5711  
FAX TO: (708) 544-5662

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_