



Sample Course Agenda

Day One (all timing is in Central Time)

8:00–8:15 a.m.	Welcome, Introductions, and Class Announcements
8:15–8:30 a.m.	Pretest and Review
8:30–9:15 a.m.	Chapter 1: Overview of the NIA Insulation Energy Appraisal Program <ul style="list-style-type: none">• The Power of Insulation• Energy and the Environment• What Is an Insulation Energy Appraisal?• The Appraisal Process
9:15–10:30 a.m.	Chapter 2: Insulation Fundamentals and Terminology <ul style="list-style-type: none">• Energy• What is Insulation and How Does it Work?• Terms and Definitions• Why Insulate?
10:30–10:45 a.m.	<i>Break</i>
10:45–12:00 p.m.	Analyzing the Information and Practice Problems <ul style="list-style-type: none">• Introduction to 3E Plus®• Problem 1 (Missing Pipe Insulation)• Problem 2 (Uninsulated Flat Surface)
12:00. – 1:00 p.m.	<i>Lunch Break</i>
1:00–1:30 p.m.	Chapter 3: Gathering Information <ul style="list-style-type: none">• The Overall Approach• Summary of Information Needs• Appraisal Checklist
1:30–2:00 p.m.	Chapter 4: The Facility Walk-Through <ul style="list-style-type: none">• Objectives of the Walk-Through• Tools and Equipment Needs• Insulation Inspection• Using Infrared Thermography• Measuring Tips and Tricks
2:00–2:45 p.m.	Chapter 5: Analyzing the Information and Practice Problems (cont) <ul style="list-style-type: none">• The Excel Master Spreadsheet• Problem 3 (Food Processing Plant)• Homework – Complete Problem 3
2:45 p.m.	<i>Adjourn for the Day</i>

Day Two (all timing is in Central Time)

7:45–8:00 a.m.	Instructor Office Hours <i>(Instructor will be available to answer questions during this time)</i>
8:00–9:30 a.m.	Chapter 5 (Cont.) <ul style="list-style-type: none">• Problem 3 Review• Additional 3E Plus® Training (Append to Audit)• Problem 4 (Power Plant)
9:30–10:00 a.m.	Break <i>(Instructor will be available to answer questions from 9:45-10:00 a.m.)</i>
10:00-10:30 a.m.	Chapter 5 (Cont.) <ul style="list-style-type: none">• Review Problem 4• Additional 3E Plus Training (Economic Thickness)
10:30–10:45 a.m.	Chapter 6: The Final Report <ul style="list-style-type: none">• Objective of the Final Report• Report Outline• Delivering the Final Report
10:45–11:00 a.m.	Chapter 7: Marketing Your Services <ul style="list-style-type: none">• Marketing Strategies• The Marketing Mix• After the Class
11:00–11:30 a.m.	Chapter 8: Resources <ul style="list-style-type: none">• The Mechanical Insulation Design Guide (MIDG)• ASTM Standards• Weather Data• Manufacturers Data Sheets
11:30–11:45 a.m.	Review and Questions
11:45 a.m. –12:45 p.m.	Lunch Break <i>(Instructor will be available to answer questions from 12:15-12:45 p.m.)</i>
1:15–3:15 p.m.	Examination and Certification for Insulation Energy Appraiser
3:15 p.m.	Adjournment