



Registration  
Deadline:  
Two weeks prior  
to course  
start date

# SKILLS FOR SUCCESS

Online Course for CSEA-represented employees

## Blueprint Reading Fundamentals

February 16, 18, 23 & 25, 2021 • 10:00 a.m. - 11:30 a.m.  
(SLMS Class Code: P\_OE\_R7\_5221)

-or-

April 6, 8, 13 & 15, 2021 • 10:00 a.m. - 11:30 a.m.  
(SLMS Class Code: P\_OE\_R7\_5220)

This online course gives participants the fundamental skills necessary to read and interpret blueprints. Participants will:

- Use an architectural ruler to read scaled drawings.
- Convert designs into a blueprint.
- Interpret different types of drawings (e.g., architectural, electrical, plumbing, HVAC) and basic abbreviations, symbols, and line types within a blueprint.

NOTE: This course takes place entirely online. Employees will take a pre-assessment online, attend a webinar, and then complete additional activities and a post-assessment online.

[www.nyscseapartnership.org](http://www.nyscseapartnership.org) • (800) 253-4332

- Enroll through SLMS or by using the application form on page 2 -

## APPLICANT INFORMATION

Please print or type.

**Name**

**Identification Number:**

**New York State Government Employees**, please provide your employee identification number (NYS EEMPLID is 9 characters long, begins with "N," and can be found on your paystub, located to the left of "Pay Rate").

**NYS EEMPLID:** N \_\_\_\_\_

**Local Government, School Districts, State Authorities, or Private Sector CSEA-represented Employees**, please provide your CSEA ID (the CSEA ID is 10 characters long and can be found on your CSEA membership ID card).

**CSEA ID:** \_\_\_\_\_

Negotiating Unit New York State Government Employees (circle one): 02 = Administrative Services Unit (ASU) 03 = Operational Services Unit (OSU) 04 = Institutional Services Unit (ISU) 05 = Professional, Scientific & Technical (PS&T)* 06 = Management/Confidential (M/C)* 47 = Division of Military & Naval Affairs (DMNA)* Other _____ * Select PS&T and M/C employees are eligible to attend <b>Skills for Success online courses and webinars in select categories.</b> - OR - Non-state CSEA-represented Employee – If Local Government, School District, State Authority, or Private Sector CSEA-represented employee, check here <input type="checkbox"/> .	Current Job Title _____ Grade _____
	Name of Agency or Organization _____
	Facility _____
	Day Phone (    ) _____
	Email Address (Must provide at least one)  Home: _____  Work: _____

Reasonable Accommodation: All participants are welcome. If you have a disability and need an accommodation, check here . A Partnership staff member will contact you for further information.

## ONLINE COURSE AND WEBINAR INFORMATION

Title	Date(s)	SLMS Class Code
1.		
2.		
3.		
4.		
5.		

## SUPERVISOR APPROVAL

By signing this application I grant this employee release time, without charge to leave credits, to attend the entire Webinar(s).

Supervisor Name (Print or Type)	Supervisor Signature	
Supervisor Email	Supervisor Phone Number	Date

Fax application to: (518) 486-1989 or (518) 473-0056 or mail to:  
 NYS & CSEA Partnership • Corporate Plaza East – Suite 502 • 240 Washington Ave. Ext. • Albany, NY 12203

NOTE: Registration deadlines are approximately three weeks before the first day of the online course or webinar.