

Team Up Academy Itinerary/Class Schedule

| Team Up Academy Itinerary/Class Schedule | | | | | | | | | | |
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| Week 1 | 8:00am-10:20am | | 10:20am-10:30am | 10:30am-11:40am | | 11:40am-12:10pm | 12:10pm-1:20pm | 1:20pm-3:40pm | | 3:40pm-4:00pm |
| Day 1 | ORIENTATION | | | | | | | | | |
| Day 2 | FORKLIFT Instructor Will Herod | Class 1,4,5 "Basics" Slides 1-8 Show fundamentals Video 6min, "Inspection & Maintenance" Slides 11-22 Show Inspection & Maintenance Video 11min, "Safe Operation" Slides 25-39 Show Inspection & Maintenance Video 6min, Take Quizes 1&2,"Load Handling" Slides 42-49 Show Load Handling,Safe Driving&Safety Standards Videos 14min Take Quiz 3&4 | First Break | TOOLS Instructor Gary Franks (Will Herod)* | Tool Intro,Tool Identification,, | Lunch | Tool Safty,Tool Stations Rules | SOFT SKILLS Instructor Keven Letwin | Common Terminology in Warehousing,Safety Orientation, Safety PPE on the Plant Floor, Participant Pre-Survey,Sexual Harassment and Conduct, Wonderlic Assessment,Career Assessment,Computers 101, Personal Presentation,5S | CLEAN UP |
| Day 3 | FORKLIFT Instructor Will Herod | Class 1,4,5 "Stability" Slides 52-54 Show Stability and Capacity video 2min,"Fueling & Batteries" Slides 57-65 Take Quiz 5&6, Classes 2,3 (add slide #'s) Class 7 (add slide #'s) videos Pallet trucks 2min Basics of a Telehandler 13min,Inspection checklists, video Pre-op on Telehandler 12min,Class 7 quiz 1,2,3,4,5,6,7,&8 Quiz Whats Wrong With This video 11min, | First Break | SPEAKER Paster Barry | Motavation | Lunch | Motavation | SOFT SKILLS Instructor Keven Letwin | Safety Signs,Safety Tape and Plant Floor Arrangements,Basics of Followership/Company Culture, Identifying Personal Values, | CLEAN UP |
| Day 4 | FORKLIFT Instructor Will Herod | Spill containment video, Hi-lo inspections/maintenance First drive feel out Hi-lo forwad,reverse,mast controls, turning ,etc | First Break | TOOLS Instructor Gary Franks | Measurement, Measurement Tools | Lunch | ,Practical Use | SOFT SKILLS Instructor Keven Letwin | Creating a Schedule and Sticking to It,Barcoding,Incident Reports | CLEAN UP |
| Day 5 | FORKLIFT Instructor Will Herod | Hi-lo inspections/maintenance,Pallet Stacking | First Break | TOOLS Instructor Gary Franks | Corded Tools&Safty, Cordless Tools&Safty, Neumatic Tools&Safty,Hand Tools&Safty | Lunch | ,Practical Use | SOFT SKILLS Instructor Keven Letwin | Resume Building | CLEAN UP |
| Week 2 | | | | | | | | | | |

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| Day 16 | FORKLIFT Instructor Will Herod | Hi-lo inspections/maintenance,obstacle course | First Break | TOOLS Instructor Will Herod | Practical Use | Lunch | Practical Use | SOFT SKILLS Instructor Keven Letwin | Nutrition and Physical Health, Faamily Matters and Child Rearing,Positive Psychology (Happiness Defined),Assembly Line | CLEAN UP |
| Day 17 | FORKLIFT Instructor Will Herod | Hi-lo inspections/maintenance,obstacle course | First Break | SPEAKER Paster Barry TOOLS Instructor Will Herod | avation / Practical U | Lunch | Practical Use | SOFT SKILLS Instructor Keven Letwin | Interviewing Skills (Personal Presentation),Interviewing Skills (Tips and Practice) | CLEAN UP |
| Day 18 | FORKLIFT Instructor Will Herod | Final Evaluations/Qualifacations test | First Break | TOOLS Instructor Gary Franks | Final Evaluations | Lunch | Final Evaluations | SOFT SKILLS Instructor Keven Letwin | Interviewing and Practice Interviews (Continued),Review | CLEAN UP |
| Day 19 | FORKLIFT Instructor Will Herod | Final Evaluations/Qualifacations test | First Break | TOOLS Instructor Gary Franks | Final Evaluations | Lunch | Final Evaluations | SOFT SKILLS Instructor Keven Letwin | Interviewing and Practice Interviews (Continued),Review | CLEAN UP |
| Day 20 | GRADUATION | | | | | | | | | |

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| | | Classes for the rest of 2025 | | | | | | | | |
| Class # | Start Date | HOLIDAYS | End Date | | | | | | | |
| 02-2025 | Jan 6 2025 | Jan 20 2025 | Feb 3 2025 | | Completed | 4 graduates | | | | |
| 03-2025 | Feb 10 2025 | | Mar 7 2025 | | | | | | | |
| 04-2025 | Mar 17 2025 | | 11 Apr 2025 | | | | | | | |
| 05-2025 | Apr 21 2025 | | May 16 2025 | | | | | | | |
| 06-2025 | May 27 2025 | Jun 19 2025 | Jun 24 2025 | | | | | | | |
| 07-2025 | Jun 30 2025 | July 4 2025 | Jul 28 2025 | | | | | | | |
| 08-2025 | Aug 4 2025 | | Aug 29 2025 | | | | | | | |
| 09-2025 | Sept 8 2025 | | Oct 3 2025 | | | | | | | |
| 10-2025 | Oct 13 2025 | | Nov 7 2025 | | | | | | | |
| 11-2025 | Nov 17 2025 | nov 26,27,28 2025 | Dec 17 2025 | | | | | | | |