

## WELCOME TO THE NWTC ARTISAN AND BUSINESS CENTER

*we're glad you're here*

### GENERAL POLICIES

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- Students must sign in each day that they enter the studios. This includes brief stops to check the status of items.
- Food is prohibited in studio spaces. Beverages with lids are allowed.
- Students must wear close-toed shoes and appropriate clothing.
- Students must wear any/all PPE for designated tools and equipment.
- Pieces must be built to be handled. Artisan Center staff and faculty are not liable for any broken works.

### PICKING UP COMPLETED WORK

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The Artisan and Business Center guarantees that work created in class will be held for two weeks following the last day of instruction. After that, ABC staff may dispose of projects. If you know you will be unable to make it to the ABC in that time frame, please arrange an extended pick-up window with office staff in person or by emailing [artisan.center@nwtc.edu](mailto:artisan.center@nwtc.edu).

### CLASS BONUS TIME

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Class Bonus Time is additional time to work in the studio outside of class hours and it is available to students who are currently enrolled in **ceramics classes and pyrography classes**. Class Bonus Time is available for the weeks the class is scheduled as well as one week after the class ends to help wrap up any projects. There is no cost to utilize Class Bonus Time, but all participants must sign-in at the lobby.

### STUDENT'S RIGHT TO KNOW

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- **Discrimination and Harassment Prevention:** NWTC is committed to embracing the worth of every individual and promoting a respectful environment. Discrimination and harassment of protected categories in its employment and educational programs is prohibited. For questions or concerns, contact Mohammed Bey, Chief Diversity Officer @ [mohammed.bey@nwtc.edu](mailto:mohammed.bey@nwtc.edu) or by phone @ (920) 498-6826.
- **Disability Act Statement:** NWTC complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Disability Services for more information regarding the support services available to you, call 920-498-6904.
- **Campus Closure Day(s) Procedure:** In the event a campus closure is necessary, instructors and/or office staff will provide detailed information within 24 hours of the college cancellation.
- **Class Plans:** Instructors retain the right to make changes based on the timeline of the class, feedback from learners and/or logistical issues.
- **Use of Technology:** Use of cell phones, tablets, and other hand-held devices may be a distraction to other students. Please answer all calls outside of the classroom and refrain from using devices during class time.

## INSTRUCTOR INFORMATION

**INSTRUCTOR:** Michelle Zjala Winter

**PHONE:** 920.544.5018

**EMAIL ADDRESS:** myskadesigns@gmail.com

## CLASS DESCRIPTION

Advance your small-metal fabrication and jewelry making practice with accomplished instructors! In addition to honing skills learned in the prerequisite class, the focus of this course is to offer additional techniques including cold connections, bezel setting, ring making, and increased torch skills and finishing techniques. Students will receive individualized feedback during hands on work time.

Prerequisite: Jewelry Fundamentals

## CLASS PLAN

DAY	AGENDA	COMPENTENCIES COVERED
<b>1</b>	<ol style="list-style-type: none"> <li>1. Intro</li> <li>2. Design and Project Discussion</li> <li>3. Talk about Materials</li> <li>4. Design and Work Time</li> </ol>	<p><b>Students will be able to:</b></p> <ul style="list-style-type: none"> <li>• navigate the metals studio safely</li> <li>• understand the health and safety hazards in the metals studio</li> <li>• demonstrate correct PPE use</li> <li>• explain the difference between properties of base and precious metals</li> <li>• explain changes in studio practices when using multiple kinds of metal</li> <li>• create a design for a piece of jewelry/metalwork</li> </ul>
<b>2</b>	<ol style="list-style-type: none"> <li>1. Riveting</li> <li>2. Texture</li> <li>3. Work Time</li> </ol>	<p><b>Students will be able to:</b></p> <ul style="list-style-type: none"> <li>• use a flex shaft and buffing machine to polish a work</li> <li>• identify metalsmithing hammers and what they are used for</li> <li>• alter the surface of metal using a hammer</li> </ul>
<b>3</b>	<ol style="list-style-type: none"> <li>1. Cut Metal Pieces</li> <li>2. File Metal</li> <li>3. Work Time</li> </ol>	<p><b>Students will be able to:</b></p> <ul style="list-style-type: none"> <li>• Demonstrate how to safely saw a piece of metal</li> <li>• Pierce a piece of metal using a flex shaft</li> <li>• Correctly file a piece of metal</li> </ul>
<b>4</b>	<ol style="list-style-type: none"> <li>1. Tube rivets</li> <li>2. Measure the correct distances</li> <li>3. Work Time</li> </ol>	<p><b>Students will be able to:</b></p> <ul style="list-style-type: none"> <li>• Attach pieces of metal using a rivet</li> <li>• Demonstrate use of a mm gauge</li> </ul>

<b>5</b>	1. Discussion 2. Work Time	<b>Students will be able to:</b> <ul style="list-style-type: none"><li>• use learned skills to create an original work from metal</li></ul>
<b>6</b>	1. Discussion 2. Work Time	<b>Students will be able to:</b> <ul style="list-style-type: none"><li>• use learned skills to create an original work from metal</li></ul>