

## 8-15-23 CETP ACCELERATED Book 1 Basic Principles class, exam

(this is the class summary for the Accelerated Book One class however this class is followed by 3 days of 4.1 Exterior Vapor - see the class summary for 4.1 Exterior Vapor or the 4.1 Exterior Vapor class separately on the Store. If you have interest in the 4.1 class, email us at [info@propaneandoiltraining](mailto:info@propaneandoiltraining) or register via the 4.1 product on the store)

CETP **ACCELERATED** Book One Basic Principles & Practices live, online, instructor-led, interactive class, exam and optional skill assessment.

revised 081123

If you have purchased or are considering purchasing one or more registrations for the CETP **ACCELERATED** Book One Basic Principles & Practices live, online, instructor-led, interactive class, a summary of what you need to know is contained herein. You may have already seen this on the store class description (though it may have been truncated there), or Mike Digiorgio or Shane Sweet may have emailed it to you after your purchase.

The original of this Google Document can be seen at

<https://docs.google.com/document/d/1ARKzouT4PESTUVY3lWt8CG2MWjBn0OmCSCRKmbS-lLw/edit?usp=sharing>

GET THE PDF - You can download a pdf of the CETP Book One at this link -

<https://drive.google.com/file/d/1e6Y3oVAVIbzaZbQv1ta03-BvD2XxXMGU/view?usp=sharing>

### DETAILS

ACCELERATED - THIS IS THE **ACCELERATED** version of the Book One class. Completion, including the exam, is done in ONE DAY. The Non-Accelerated Book One class is usually done in TWO days. *Read our general explanation of Accelerated Classes at this link:*

**<https://docs.google.com/document/d/144NWF79KYilckT9PRn6qjJsv-mrISM4ovYbL8-5KVo/edit?usp=sharing>**

COST - Per Person, class and exam only, the cost is **\$299**. Ask us about multiple student discounts if you have 6 or more. Price includes all fees. This class may also be eligible for discount codes thanks to underwriting by Propaneandoiltraining.com Sponsors

BE READY -

<https://docs.google.com/document/d/1pLwMBy9SfoFI2mEO0z6kg7WliLEwhXrzK9EqzQltoXI/edit?usp=sharing>

BOOK - --GET THE PDF - You can download a pdf of the CETP Book One at the link at the top of this page. All students must at a minimum have the pdf of the book for class. A link to the pdf of "Book One" is shown below: NOTE that when you try that link it MAY send us a notice asking us to grant your access to the file. If so, we will grant access right away and you will see an email telling you the link is open to you at the email you were using at the time. Otherwise, you should be able to download the file ("Preview" usually does not work due to the file size)

HARDCOPY OPTIONAL - Students may obtain a HARDCOPY - an **option** but **not a requirement** - of the Book at CETP 1.0 Basic Principles and Practices of Propane Book | Propane.com at the following link for \$29.40....

<https://propane.com/resource-catalog/resources/cetp-1-0-basic-principles-and-practices-of-propane-book/?queryID=1c7f758fc8dac26be9541c850f5cd5b3>

If you desire a **HARDCOPY** (optional) of the book, order it at the Propane Catalog site at --<https://propane.com/resource-catalog/> - Product No. PRC-009200 - **CETP 1.0 BASIC PRINCIPLES AND PRACTICES OF PROPANE BOOK**

**PAYMENT** - The store accepts Credit cards or Paypal. Choosing the “offline payment” or “manual payment” choice on the cart checkout essentially means you will pay by check or other means **after** you register via the store and before the class. If you have any problems with paying by card, use the offline payment choice and we will invoice your company. We have had reports of customers having issues with American Express for some reason. Your payment will be processed via PayPal or “Wix Payments” and will appear as Shane Sweet or Shane Sweet LLC on your card statement

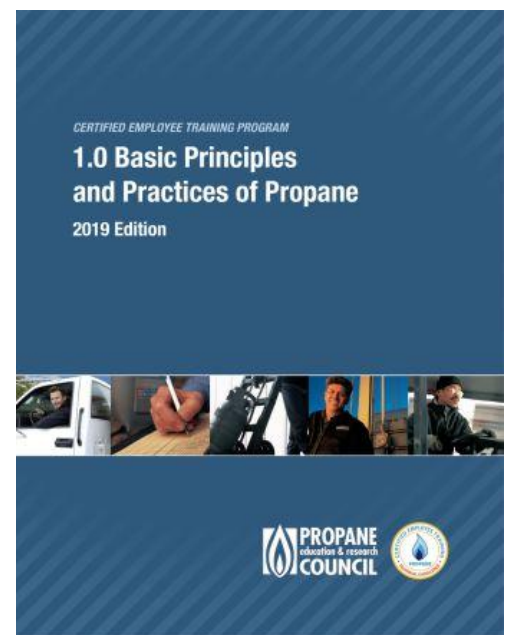
**ACCELERATED vs NON-ACCELERATED** - This CETP **Accelerated** Propane Basic Principles class is **Live - not a recording, not a video** - and will be led and instructed by Mike Digiorgio of Silverback Consulting, one of America's recognized propane instructors, consultants and trainers.

**TIMES** - The online class begins at 8 a.m. EST and concludes by 430 pm for the one-day accelerated session or by 430 p,m, on the second day for the non-accelerated session. The Accelerated version of this class is one day start-to-finish). For accelerated (one day) classes, if the class moves smoothly and everyone absorbs the material, we may be able to prepare for the exam and test as early as noon on the same day.

**DEVICES** - For classes with online exams, please know that EACH student must have his or her own camera-ready and audio-ready PC, laptop, desktop or tablet for the purposes of taking the examinations.

**PERC ACCOUNT** - If the student does not already have an account with PERC he or she should sign up before class to review what they have. It is easy and free. Go to <https://propane.com/> go to My Account and sign up.

**SKILL ASSESSMENT NOT INCLUDED** - Time constraint means this class DOES NOT INCLUDE the option to complete the skill evaluation one the day of this accelerated class. The non-accelerated version of the Book One class allows you to choose, as an option, to complete the Skill Evaluation for Book One. For non-accelerated Book One only, the evaluation will occur during or toward the end of the session. Skill Assessment completion is required to be completed within one year of the class by you or your company or a third party. Historically, Skill Assessments have been sent directly to the company with paper exams. The company has then made arrangements to complete the skill assessments. When you complete online exams through PERC, the company must download the skill evaluation form and use a Skill Evaluator (NOT the same as a Proctor) to process the assessments. Either way, Skills Evaluations no longer go to ITS rather they get sent to PERC and must be signed by a PERC approved Skill Evaluator (again, not the same as a Proctor). A Skill Evaluator **must** do the evaluation. Reach out to us about a Skill Assessment session for ANY CETP BOOK:



[info@propaneandoiltraining.com](mailto:info@propaneandoiltraining.com). We offer stand-alone Skill Assessment sessions for this book, however, note the **Skill Assessment for this Accelerated BOOK ONE IS NOT included as an option with this class due to time constraint.**

TESTING - at the end of the class will be overseen by Mike and all “paperwork” will be submitted to PERC directly by Mike. The Book 1.0 Basic Principle & Practices exam MUST be completed to receive certification in any of the other CETP books. For example, 2.2 Bobtail, 2.4 Cylinder Delivery, etc., require Book One Basic Principles be completed to receive certificates for all books beyond the 1.0 Basics Principles & Practices class. We describe the completion of the Skill Assessment the “3rd step” of the CETP Book certification process.

NO MINIMUM - There is no minimum student registration: the class will run regardless of how many students sign up.

SEQUENCE - The CETP curriculum is intended to be taken in sequence, meaning you take Book One, followed by the subsequent “books”. We have had students take CETP “out of order”, meaning, for example, a student took 2.2 Bobtail BEFORE he or she had completed Book One Basic Principles. Our experience has been a mixed bag: some ace the exam and class in this example; others struggle keeping up and have failed the 2.2 exam, as an example, as a result.

We do not encourage taking CETP out of order. The knowledge from Book One is essential to the Books that come after Book One and taking CETP “out of order” has created issues, including but not limited to slowing down the entire class at the expense of others, insufficient absorption of the material and failure of the exam for a subsequent book. Should a student take CETP out of order, he or she does this at his or her own risk and we reserve the right to end a student’s session if he or she causes disruption of the class for others. You, as the student or the person registering a student, agree to and acknowledge the implications of taking CETP “out of order”.

MESSAGES - Those purchasing this class can expect one or more emails from Mike Digiorgio or Shane Sweet with details about the class. These may come from [info@propaneandoiltraining.com](mailto:info@propaneandoiltraining.com) or [shanesweet@shanesweet.com](mailto:shanesweet@shanesweet.com) or [hazmat1075@silverbackconsultingLLC.com](mailto:hazmat1075@silverbackconsultingLLC.com). Please whitelist these addresses with your IT Department.

STUDENT NAMES - email [info@propaneandoiltraining.com](mailto:info@propaneandoiltraining.com) with the names of the students for the class. Names should be presented in the manner you wish them to appear on certificates and documentation.

CHANGES -If you need to modify your registration(s) before the class starts, email the details to us at the addresses above **before** class starts. You can **add students** if needed, however please inform us as soon as possible so Mike can ensure we have the necessary materials for all students. Materials are ordered and reserved for students on a first come basis

**SNIPPED - If you are reading this text in the description on the Store, note that this text may have been truncated due to space limitations on the store itself, and there is more to read (another few hundred words) after this paragraph. The pdf - or the original Google Doc via the link above, is the full length version of this summary.**

NOTES - plan to take your notes within the pdf of the book, or bring a notepad or paper and a pen so you can take notes. Taking notes is shown to increase the score on the exam vs. not taking notes at all

ZOOM - The class will be held via our Zoom Training room. You will receive an outlook invite for you to accept to place in your calendar. A day before class starts, the Outlook invite will be updated with the URL for the

class. Note that invite may be updated multiple times before the start of class. If you do not accept the outlook invite the class details from us will not be in your calendar

TEST YOUR EQUIPMENT at [zoom.us/test](https://zoom.us/test) - Click the Join button to launch Zoom. ...The test meeting will display a pop-up window to test your speakers. ...If you don't hear an audio reply, use the drop-down menu or click No to switch microphones until you hear the replay. ...Click Join with Computer Audio. In the past we have had students that were not prepared, and had not tested their equipment, and this delayed the progress of the class. Please test your equipment before class.

CLASS FORMAT - Many clients use a conference room with a large monitor to view the training. You will need a camera, microphone and speakers so we can communicate with everyone in the room. If you are not using a monitor at minimum you should use a laptop or decent size tablet. The equipment must be equipped with a camera, microphone and speakers.

INTERACTIVE - Everyone attending the class must be comfortable and be capable of communicating with the instructor. Working video and microphones are required.

QUESTIONS - If you have questions about this class please email [Info@propaneandoiltraining.com](mailto:Info@propaneandoiltraining.com), cell-text 802-558-6101, or Mike D at 914-645-9631 cell-text

Thanks for your interest in this Instructor-Led, Online, live, interactive class. Contact Shane or Mike at any time.

