

WIRE-Net



Where Manufacturing Matters



Business Resource Library



WIRE-Net

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WIRE-Net 
Where Manufacturing Matters
Business Resource Library



WIRE-NET MATTERS: We support. We connect. We partner.

WIRE-Net was founded as the Westside Industrial Retention and Expansion Network in 1986 by a coalition of community development organizations on Cleveland's near west side. We were incorporated in 1988 as an economic development organization with a mission to build relationships among leaders in business and manufacturing, the community, and state and local government, and to draw attention to the unique needs of manufacturing companies that are the foundation of our region's economy.

Today our mission is:

WIRE-Net strengthens manufacturing to create healthy communities and fuel economic growth. We provide expertise that is responsive to manufacturing related businesses and their employees.

WIRE-Net connects leaders to each other and engages them in their communities.

This library has been developed through funding from a Department of Labor Grant.

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Borrowing Guidelines

WIRE-Net is pleased to announce an exciting new venture. Our business resource library allows member companies the opportunity to borrow video and printed materials. We now have available high quality programs covering subjects ranging from management concerns to basic skills.

As a WIRE-Net member company, you are able to borrow items from our circulating collection. Here's how:

1. Request a Resource—you can request materials by calling Sharon at (216) 588-1440 x100 or by emailing her at ssteinbrenner@wire-net.org. Included at the back of the catalog is a Loan Request form. Please fill in all of the information prior to calling to expedite the process.
2. Receive your Items—once a library item becomes available, you can either pick it up at the WIRE-Net offices or have it sent directly to you by providing us with your Fed-Ex account number. In some instances, an item can be delivered in person to your location.
3. There is no charge to member companies; however, the company is **responsible for replacement cost** of videotapes lost or damaged while on loan.
4. Items are lent out for a period of 2 weeks. You may renew materials up to 3 times unless there are requests by other companies for those items. Then, your materials cannot be renewed and should be returned. You can renew your materials by phone at (216) 588-1440 x100 or email to ssteinbrenner@wire-net.org. We will suspend borrowing privileges, for one month, for companies who return items past their due date.
5. No more than four items may be outstanding at any time.
6. New requests will not be accepted if your company has overdue items or unpaid charges for lost or damaged tapes.
7. Items may be returned by dropping them off at WIRE-Net's offices or through the mail. For your protection, we ask that if you to return items by mail, you use insured, traceable mail or Fed-Ex. The extra effort may cost a few dollars, but may protect against hundreds of dollars of cost in the event a videotape becomes lost or misplaced during delivery. Due to the highly technical content and limited production runs, the average cost of videotape in our inventory is \$400. The cost of some tapes is even higher.



Additional Materials

Please do not mark in workbooks. **All materials are copyrighted and may not be copied.** To purchase copies of supplementary materials, contact the vendors directly:

Vendor	Address	Telephone	Website
Coastal Training Technologies	500 Studio Dr Virginia Beach, VA 23452	1-888-202-8362 Fax: 757-498-3657	www.coastal.com
CRM Learning	2215 Faraday Ave Carlsbad, CA 92005	1-800-421-0833 Fax: 760-931-0686	www.crmlearning.com
JJ Keller & Associates	3003 W. Breezewood Ln Neenah, WI 54957	1-800-327-6868 Fax: 1-800-727-7516	www.jjkeller.com
Technicomp	3615 Superior Ave Cleveland, OH 44114	1-800-735-4440 Fax: 216-881-1122	www.technicomp.com

Learn and Earn Program

Every library resource that WIRE-Net lends out comes with an evaluation sheet. So that we may better serve your needs, please complete the form when you return the item. As an incentive, you will receive 10 Learn & Earn points for each item borrowed if you complete the evaluation. WIRE-Net's Learn and Earn program offers member companies a bonus for participating in our educational/training programs by awarding points which then entitle companies to participation in future WIRE-Net learning opportunities per the redemption schedule.

Redemption Points Schedule	
WN Learning Opportunity <i>(One participant in a ...)</i>	Points Redemption <i>(per participant)</i>
A. Lunch or Breakfast Forum	30 points
B. Mini-Seminar/Workshop	50 points
C. Instructor-Led Training Course	100 points
D. Learner's Group	100 points
E. Customized Training/Consulting	Depends on project scope

Catalog

Library Materials are listed first by Title and then by Category. Material Descriptions, sorted alphabetically, include a short summary, the media, the vendor, the replacement cost, and WIRE-Net's catalog number and category.



Alphabetical Listing of Library Materials

Title	Catalog No.	Category	Page No.
After All You're the Supervisor	1000	Business	7
Back Safety: Lift Well, Live Well	2011	Technical	7
Basic Machine Technology: Hand Tools and Their Use	2002	Technical	7
Basic Machine Technology: Micrometer	2004	Technical	7
Basic Machine Technology: The Use of Measuring Tools	2003	Technical	7
Basic Machine Technology: Vernier Scale and Vernier Caliper	2005	Technical	7
Bloodborne Pathogens: Take Precautions	2012	Technical	8
Blueprint Reading for Welders, 6th Edition	2059	Technical	8
Clean Air Resource Center: Small Business Development	2028	Technical	8
Compliance Audits Manual	2022	Technical	8
Compliance Information Manager, Deluxe	2030	Technical	8
Discipline Without Punishment	1001	Business	8
DOT HazMat Compliance	2031	Technical	9
Driving Growth Through Innovation	2061	Technical	9
Environmental Compliance Manual	2025	Technical	9
Enviroprint Ohio: A Self-Help Guide to Environmentally Sound Printing Operations	2026	Technical	9
E-Z Newsletter Customizer	2032	Technical	9
Facilitation at Glance	2055	Technical	9
Hazardous Materials Compliance Manual	2024	Technical	10
How to Connect in Business in 90 Seconds or Less	1008	Business	10
Industrial Electricity: Alternating Circuits	2037	Technical	10
Industrial Electricity: Basic Principles	2036	Technical	10
Industrial Electricity: Conductors	2038	Technical	10
Industrial Electricity: Generators and Motors	2041	Technical	10
Industrial Electricity: Installation, Distribution and Lighting	2040	Technical	11
Industrial Electricity: Motor Controls and Measurement	2042	Technical	11
Industrial Electricity: Wiring	2039	Technical	11
An Invisible Man Meets the Mummy	1009	Business	11
ISO-14000 Basics	2019	Technical	11
ISO-9000 Basics	2020	Technical	11
ISO-9000:2000 Basics	2001	Technical	12
Job Safety Analysis	2013	Technical	12
Legal & Effective Employment Terminations	1002	Business	12
Legal & Effective Interviewing II	1003	Business	12
Legal & Effective Performance Appraisals	1004	Business	12
Legal & Effective Progressive Discipline	1005	Business	13
Love 'Em or Lose 'Em: Employee Retention	1006	Business	13
Love 'Em or Lose 'Em: Employee Retention	1006	Business	13
Mechanical Print Reading: Drawing Format and Dimensioning	2008	Technical	13
Mechanical Print Reading: Drawing Types and Symbols	2009	Technical	13
Mechanical Print Reading: Orthographic Projection	2007	Technical	13
Mechanical Print Reading: Thread Specification	2010	Technical	14
Memory Jogger 9000/2000	2050	Technical	14
Memory Jogger II	2046	Technical	14
Memory Jogger: Black Belt	2047	Technical	14
Memory Jogger: Creativity Tools	2048	Technical	14
Memory Jogger: Lean Enterprise	2049	Technical	14
Memory Jogger: Problem Solving	2051	Technical	14
Memory Jogger: Project Management	2052	Technical	15
Memory Jogger: Six Sigma II	2053	Technical	15
Memory Jogger: Team	2054	Technical	15
Modern Welding	2060	Technical	15
OSHA Compliance Manual	2021	Technical	15



Title	Catalog No.	Category	Page No.
OSHA Inspections	2016	Technical	15
OSHA Packet	2027	Technical	16
OSHA Recordkeeping	2015	Technical	16
OSHA Top Ten	2014	Technical	16
QS-9000 Basics	2000	Technical	16
The Safety Coach: A Safety and Health Training Manual	2023	Technical	16
Safety Coach: The 7 C's of Safety	2017	Technical	16
Safety First: PPE Hazard Assessment	2018	Technical	17
SPC for the Production Team: Applying SPC Methods	2043	Technical	17
SPC for the Production Team: Problem Solving Techniques	2045	Technical	17
SPC for the Production Team: Process Capability Analysis/Problem Definition	2044	Technical	17
Tool Training Series	2056	Technical	17
Tools & Rules	2057	Technical	17
20 Keys Cell Certification	2029	Technical	17
Understanding the National Electric Code, 3rd Edition	2058	Technical	18
Who Moved My Cheese	1007	Business	18
Workplace Mathematics	2006	Technical	18
Workplace Mathematics-Volume 1	2033	Technical	18
Workplace Mathematics-Volume 2	2034	Technical	18
Workplace Mathematics-Volume 3	2035	Technical	18



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Compliance Audits Manual	2022	Technical	8
Compliance Information Manager, Deluxe	2030	Technical	8
DOT HazMat Compliance	2031	Technical	9
Driving Growth Through Innovation	2061	Technical	9
Environmental Compliance Manual	2025	Technical	9
Enviroprint Ohio: A Self-Help Guide to Environmentally Sound Printing Operations	2026	Technical	9
E-Z Newsletter Customizer	2032	Technical	9
Facilitation at Glance	2055	Technical	9
Hazardous Materials Compliance Manual	2024	Technical	10
Industrial Electricity: Alternating Circuits	2037	Technical	10
Industrial Electricity: Basic Principles	2036	Technical	10
Industrial Electricity: Conductors	2038	Technical	10
Industrial Electricity: Generators and Motors	2041	Technical	10
Industrial Electricity: Installation, Distribution and Lighting	2040	Technical	11
Industrial Electricity: Motor Controls and Measurement	2042	Technical	11
Industrial Electricity: Wiring	2039	Technical	11
ISO-14000 Basics	2019	Technical	11
ISO-9000 Basics	2020	Technical	11
ISO-9000:2000 Basics	2001	Technical	12
Job Safety Analysis	2013	Technical	12
Mechanical Print Reading: Drawing Format and Dimensioning	2008	Technical	13
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Material Descriptions

After All You're the Supervisor

Offers important lessons for new and seasoned supervisors alike, illustrating the exciting--and challenging--transition moving from team member to team supervisor. Includes 2 videos, workbook with participant CD, and leader's guide with presentation CD.

Video, 22 minutes, CRM: \$995.00

WIRE-Net Number: 1000, Category: Business

Back Safety: Lift Well, Live Well

Almost everyone has had back pain at one time. Sometimes it hurts a lot. But you're much better off taking care of your back before pain sets in. This brand-new video program shows how you can "head off back pain" when you use your head and remember to protect your back from injury. Includes video, leader's guide, and desk reference.

Video, 15 minutes, Coastal: \$425.00

WIRE-Net Number: 2011, Category: Technical

Basic Machine Technology: Hand Tools and Their Use

Most shops run a tool crib and cooperate in handling tools from the crib so that everyone in the shop has access to tools in good working condition. In this video program, workers will be shown the hand tools that are most commonly found in the machine shop and some of their uses. Includes video and workbook.

Video, 17 minutes, Coastal: \$295.00

WIRE-Net Number: 2002, Category: Technical

Basic Machine Technology: Micrometer

This video program will cover some of the common precision measuring tools found in the machine shop. The instruments covered include the outside, depth, and inside micrometer, the telescoping and hole gauge, and the spring calipers. Includes video and workbook.

Video, 18 minutes, Coastal: \$295.00

WIRE-Net Number: 2004, Category: Technical

Basic Machine Technology: The Use of Measuring Tools

There are many accurate units of measure and measuring tools available to the machinist. This video program will demonstrate the importance of measurement in machine technology. Includes video and workbook.

Video, 11 minutes, Coastal: \$295.00

WIRE-Net Number: 2003, Category: Technical

Basic Machine Technology: Vernier Scale and Vernier Caliper

For precise measurement, workers need to understand instruments that use the vernier scale. This program shows how to read the vernier scale and how it is used with two common machinists measuring tools--the vernier caliper and vernier protractor. Includes video and workbook.

Video, 13 minutes, Coastal: \$295.00

WIRE-Net Number: 2005, Category: Technical



Bloodborne Pathogens: Take Precautions

Supply your employees with the information that may save their lives! This new video covers the three main blood borne pathogens -- HIV, HBV and HCV -- and their definitions, symptoms and routes of transmission. Safe responses to accidents and injuries are covered, as well as common sense precautions to prevent the spread of infection at work. Includes video, leader's guide, and desk reference.

Video, Coastal: \$425.00

WIRE-Net Number: 2012, Category: Technical

Blueprint Reading for Welders, 6th Edition

Complete, hands-on practice in reading and interpreting blueprints. Step-by-step, students will develop the necessary skills to interpret all types of working sketches and prints-from the simplest to the most complex.

Book, Delmar Publishers: \$61.95

WIRE-Net Number: 2059, Category: Technical

Clean Air Resource Center: Small Business Development

Compiled (11 items) information from the State of Ohio. Two copies (A&B) available.

Folder, S of Ohio:

WIRE-Net Number: 2028, Category: Technical

Compliance Audits Manual

This handy manual gives you the information you need to find and correct safety and regulatory problems at your facility. It could save you thousands of dollars in fines! Form Binder also available (\$7.50).

Binder, J J Keller: \$169.00

WIRE-Net Number: 2022, Category: Technical

Compliance Information Manager, Deluxe

Compliance Information Manager, Deluxe turns your PC into a personalized high-speed compliance research assistant. Find a lot more OSHA, EPA and DOT compliance information with faster, more "intelligent" searching.

CD ROM, J J Keller: \$699.00

WIRE-Net Number: 2030, Category: Technical

Discipline Without Punishment

Discipline. No one likes to enforce it, no one likes to be the target of it. This video teaches viewers how to handle discipline at home, in the office, and in the factory. Includes video, workbook, and leader's guide.

Video, CRM: \$845.00

WIRE-Net Number: 1001, Category: Business



DOT HazMat Compliance

Use the system's powerful, versatile search capabilities to find regulatory information by common or familiar language/description, by word or phrase, or by regulation part, subpart, or section.

CD ROM, J J Keller: \$399.00

WIRE-Net Number: 2031, Category: Technical

Driving Growth Through Innovation

In this book, Robert B. Tucker provides a practical step-by-step method any business can use to identify opportunities and encourage innovations that capitalize on them. Readers learn to create an environment that nurtures and rewards innovation; to ensure that creative ideas lead to breakthroughs; and to analyze and predict the future of their industry and their customers. Numerous case studies explore companies that have excelled at innovative thinking, detailing how their methods, procedures, and corporate cultures create sustained success.

Book, Berrett-Koehler: \$30.00

WIRE-Net Number: 2061, Category: Technical

Environmental Compliance Manual

This valuable resource is chock-full of easy-to-understand information on federal regulations, pollution control, and compliance. Regulatory issues surrounding recycling, asbestos, waste disposal, and alternative energy sources are also discussed. State agency contact information is included

Binder, J J Keller: \$169.00

WIRE-Net Number: 2025, Category: Technical

Enviroprint Ohio: A Self-Help Guide to Environmentally Sound Printing Operations

Binder, PIO:

WIRE-Net Number: 2026, Category: Technical

E-Z Newsletter Customizer

With this easy-to-use software, you can create a professional-looking, well-written safety newsletter in as little as 5 minutes!

CD ROM, J J Keller: \$249.00

WIRE-Net Number: 2032, Category: Technical

Facilitation at Glance

This pocket guide will teach you the facilitation skills you need to become a better leader and to help your teams become more productive.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2055, Category: Technical



Hazardous Materials Compliance Manual

In a tab-divided format, you'll quickly find explanations, training guidance, summaries of state requirements, and federal government and industry resources. Covers the requirements for: marking, placarding, labeling, documentation, Hazmat employee training, incident reporting, and more. "Q & A" section answers common questions. Includes training audit checklists, U.S. DOT baseline penalty guidelines, and "Preambles" from recent significant rulemakings.

Binder, J J Keller: \$169.00

WIRE-Net Number: 2024, Category: Technical

How to Connect in Business in 90 Seconds or Less

This fun and motivational film will teach employees how to naturally make a genuine connection with everyone they meet.

Video, 17 minutes, Media Partners: \$795.00

WIRE-Net Number: 1008, Category: Business

Industrial Electricity: Alternating Circuits

Alternating current is the most common form of commercially generated electricity. This course provides a description of AC circuits, discusses the different types and functions of AC generators, defines inductance and capacitance, and explains the operation of transformers.

Video, 17 minutes, Coastal: \$495.00

WIRE-Net Number: 2037, Category: Technical

Industrial Electricity: Basic Principles

This course covers the principles of electrical theory, provides a general description of basic electrical currents and circuits, and explains the differences between series and parallel ports. Static electricity, magnetism, and Ohm's Law are also reviewed.

Video, 23 minutes, Coastal: \$495.00

WIRE-Net Number: 2036, Category: Technical

Industrial Electricity: Conductors

This course explains the uses and types of conductors as related to industrial electricity. It also details the parts associated with conductors such as fuses and circuit breakers and clarifies the concepts of ampacity, resistance, bonding and grounding.

Video, 15 minutes, Coastal: \$495.00

WIRE-Net Number: 2038, Category: Technical

Industrial Electricity: Generators and Motors

This course provides an overview of the generators and motors used in industrial applications. It explains how generators and motors operate, the different types of motors and generators, and basic troubleshooting techniques.

Video, 17 minutes, Coastal: \$495.00

WIRE-Net Number: 2041, Category: Technical



Industrial Electricity: Installation, Distribution and Lighting

To maintain the safe flow and precise control of electricity, facilities employ a distribution system that conforms with standards set by the National Electrical Code (NEC). To keep the system working, it's important to know how each element functions and how the control and circuit protective devices combine for smooth distribution of electricity. This new course demonstrates how electricity is distributed and controlled by a plant's electrical system.

Video, 17 minutes, Coastal: \$495.00

WIRE-Net Number: 2040, Category: Technical

Industrial Electricity: Motor Controls and Measurement

This course introduces basic AC motor controls and describes current measuring devices. After taking this course, students will be able to describe motor control devices and methods, describe the different types of motor overload protection devices, and troubleshoot some common motor control problems.

Video, 14 minutes, Coastal: \$495.00

WIRE-Net Number: 2042, Category: Technical

Industrial Electricity: Wiring

This course explains basic wiring terminology and methods as outlined by the National Electrical Code. After reviewing this course, the student will have an understanding of cable trays, conduit systems, wiring splices, soldering tools and techniques, and wiring diagrams.

Video, 15 minutes, Coastal: \$495.00

WIRE-Net Number: 2039, Category: Technical

An Invisible Man Meets the Mummy

This entertaining CRM video presents a lighthearted look at the rights and wrongs of customer service. It shows that everyone has customers -- internal, external or both -- and there's no place to hide from them. Not even in red tape.

Video, 19 minutes, CRM: \$795.00

WIRE-Net Number: 1009, Category: Business

ISO-14000 Basics

This training and consulting program helps companies thoroughly understand the challenges and benefits of ISO 14000. Includes video, learning guide, and answer sheet.

Video, Technicomp: \$195.00

WIRE-Net Number: 2019, Category: Technical

ISO-9000 Basics

This training and consulting program thoroughly covers all aspects of ISO 9000 quality management systems, including implementation, documentation, and auditing. Includes video, learning guide, and answer sheet.

Video, Technicomp: \$195.00

WIRE-Net Number: 2020, Category: Technical



ISO-9000:2000 Basics

This training and consulting program thoroughly covers all aspects of ISO 9000 quality management systems, including implementation, documentation, and auditing. Includes video, learning guide, and answer sheet.

Video, Technicomp: \$195.00

WIRE-Net Number: 2001, Category: Technical

Job Safety Analysis

Job Safety Analysis is a way of planning ahead, a way to spot problems before they become accidents. An effective JSA focuses only on those steps that create a hazard to the safety or health of personnel. This new video program is designed to help you and your employees learn to prepare a Job Safety Analysis. Includes video and workbook.

Video, 12 minutes, Coastal: \$425.00

WIRE-Net Number: 2013, Category: Technical

Legal & Effective Employment Terminations

Over 80 percent of wrongful termination lawsuits are found in favor of the employee. By following the practical, step-by-step procedures in this video, any company can significantly reduce the risk of costly legal action. Learn how to minimize the pain to an exiting employee and prevent any disturbance to the workplace. Includes video and desk reference.

Video, 20 minutes, Coastal: \$595.00

WIRE-Net Number: 1002, Category: Business

Legal & Effective Interviewing II

Knowing your legal boundaries is one of the most important facets of the interviewing process. This video program provides you with a thorough, practical approach to training supervisors in this vital aspect of employment and covers such topics as setting the interview tone, the general interview format, listening techniques and more. Includes video, leader's guide, and desk reference.

Video, 23 minutes, Coastal: \$595.00

WIRE-Net Number: 1003, Category: Business

Legal & Effective Performance Appraisals

Performance appraisals provide an ideal opportunity for collaborative, two-way communication between supervisors and their employees. Yet, they also carry an incredible legal responsibility: the right to a fair appraisal of job performance starts with the actual job description itself. This video program discusses protection from legal problems, how to conduct an appraisal, the interview format and goal setting. Includes video, leader's guide, and desk reference.

Video, 30 minutes, Coastal: \$595.00

WIRE-Net Number: 1004, Category: Business



Legal & Effective Progressive Discipline

A system of progressive discipline is the best safeguard against charges of discrimination and wrongful discharge. In this video program, the steps of progressive discipline are clearly explained and the results of proper implementation are demonstrated. A must see for all supervisors and managers in your organization. Includes video, leader's guide, and desk reference.

Video, 23 minutes, Coastal: \$595.00

WIRE-Net Number: 1005, Category: Business

Love 'Em or Lose 'Em: Employee Retention

This vital program which will give you practical ways to communicate with your people as well as how you can demonstrate that you value and appreciate them and their efforts. Includes video, leader's guide, desk reference, and desk tent.

Video, 22 minutes, Coastal: \$695.00

WIRE-Net Number: 1006, Category: Business

Love 'Em or Lose 'Em: Employee Retention

You love these employees because they are critical to your success. They make your team the best one to play on. They are the heart and soul of your organization. They are your stars. They're the ones you simply cannot afford to lose. So--how will you keep them? This stand-alone book will show you how.

Book, Coastal: \$18.95

WIRE-Net Number: 1006, Category: Business

Mechanical Print Reading: Drawing Format and Dimensioning

Identifying the graphic description of an object, and understanding the differences between metric and English sheet sizes will be covered. Includes video and workbook

Video, Coastal: \$495.00

WIRE-Net Number: 2008, Category: Technical

Mechanical Print Reading: Drawing Types and Symbols

You will understand the various types of mechanical drawings including: layout, detail, prefix, and revision symbols and miscellaneous markings. Includes video and workbook.

Video, Coastal: \$495.00

WIRE-Net Number: 2009, Category: Technical

Mechanical Print Reading: Orthographic Projection

Your employees will gain an understanding of the six principal views of a blueprint. Includes video and workbook.

Video, Coastal: \$495.00

WIRE-Net Number: 2007, Category: Technical



Mechanical Print Reading: Thread Specification

Explaining thread features, forms and specification notes used in mechanical prints will be covered. Includes video and workbook.

Video, Coastal: \$495.00

WIRE-Net Number: 2010, Category: Technical

Memory Jogger 9000/2000

A Pocket Guide to Implementing the ISO 9001 Quality Systems Standard Based on ANSI/ISO/ASQ Q9001-2000

Guide your organization quickly, easily and effectively through the ISO 9001:2000 registration process.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2050, Category: Technical

Memory Jogger II

A Pocket Guide of Management and Planning Tools for Continuous Improvement and Effective Planning. Find the tool you need to improve your organization's performance quickly and easily in The Memory Jogger II pocket guide. Designed for use on the job, this book presents the quality improvement tools and management and planning tools.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2046, Category: Technical

Memory Jogger: Black Belt

A low cost tool that can bring you Six Sigma success. Help all of your Black Belts become the teachers, mentors, and leaders you know they can be.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2047, Category: Technical

Memory Jogger: Creativity Tools

Stretch your organization's creative thinking ability with The Creativity Tools Memory Jogger, and develop innovative solutions to today's business problems. Brainstorming is just one of the 14 tools described in this practical guide to innovative thinking. Two copies (A&B) available.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2048, Category: Technical

Memory Jogger: Lean Enterprise

Help your organization GO LEAN with GOAL/QPC's - Lean Enterprise Memory Jogger The Next Generation of Process Improvement

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2049, Category: Technical

Memory Jogger: Problem Solving

To help teams apply the Memory Jogger II 7-step problem-solving model that shows how the quality tools can be used to solve process problems. Six copies (A-F) available.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2051, Category: Technical



Memory Jogger: Project Management

A Memory Jogger to help project sponsors, project team leaders and project team members to work seamlessly so their work projects could be completed on-time and on-budget. Two copies (A&B) available.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2052, Category: Technical

Memory Jogger: Six Sigma II

Our newest pocket guide opens your team members' minds to the power of Six Sigma to close the value gap between you and your competitors... Increase your company's profitability...strengthen your market position...and make your company a happier, more successful place to work!

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2053, Category: Technical

Memory Jogger: Team

As organizations increased the use of teams to improve processes and solve problems, quality managers and organization development specialists saw the need for improving the ability of team members to function in team settings. This Memory Jogger is specifically for team members to help them reach the "perform" stage as quickly and effectively as possible. Two copies (A&B) available.

Pocket Guide, Goal/QPC: \$10.95

WIRE-Net Number: 2054, Category: Technical

Modern Welding

This comprehensive text covers the theory, fundamentals, equipment, and techniques of welding. In-depth discussions are provided for all the major welding and cutting processes used in production and repair, in addition to information on reading welding symbols, inspecting and testing welds, and getting and keeping a job in the welding industry.

Book, Goodheart-Willcox: \$59.95

WIRE-Net Number: 2060, Category: Technical

OSHA Compliance Manual

This information-packed manual contains over 800 pages of plain-English compliance information. You'll get compliance explanations and how-to-comply guidance on problematic topics such as training, recordkeeping, personal protective equipment, blood borne pathogens, workplace hazards, and lockout/tagout.

Binder, J J Keller: \$169.00

WIRE-Net Number: 2021, Category: Technical

OSHA Inspections

This video program discusses how you can best prepare for an OSHA inspection and includes what to look for, your rights as an employer, and frequently cited violations. Includes video and workbook.

Video, 23 minutes, Coastal: \$425.00

WIRE-Net Number: 2016, Category: Technical



OSHA Packet

Compile (13 pieces) information.

Folder, US-DOL:

WIRE-Net Number: 2027, Category: Technical

OSHA Recordkeeping

Documenting workplace injuries and illnesses and keeping accurate records will mean fewer time-consuming revisions, citations and expensive penalties. This program provides the basic instructions and guidelines for when and how to complete the necessary OSHA forms, and it reviews who is considered an "employee." Includes video, quick reference, and OSHA's form 300.

Video, 13 minutes, Coastal: \$425.00

WIRE-Net Number: 2015, Category: Technical

OSHA Top Ten

This exciting program will point out the 10 most serious violations of the OSHA Standards for General Industry as well as covering the responsibilities of the supervisor and employee training. Includes video and workbook.

Video, 25 minutes Coastal: \$425.00

WIRE-Net Number: 2014, Category: Technical

QS-9000 Basics

This program is designed specifically for individuals who will be auditing to determine compliance to the requirements of QS-9000 or other quality management systems. However, the skills are valuable in any work environment and in any industry where audits are performed, whether they are for safety, financial, environmental, or other reasons. Includes video, learning guide, and answer sheet.

Video, Technicomp: \$195.00

WIRE-Net Number: 2000, Category: Technical

The Safety Coach: A Safety and Health Training Manual

Reference source for regulatory information.

Binder, J J Keller:

WIRE-Net Number: 2023, Category: Technical

Safety Coach: The 7 C's of Safety

Featuring Florida State head football coach Bobby Bowden, this training package is packed with information showing supervisors and employers how to actively support a safe workplace. Even if you're not a sports fan, you'll enjoy the wit and wisdom of Coach Bowden as he shares how successful coaching techniques can result in safe work habits. Includes video, leader's guide, and pocket guide

Video, 19 minutes, Coastal: \$425.00

WIRE-Net Number: 2017, Category: Technical



Safety First: PPE Hazard Assessment

Accidents on the job — they can mean traumatic injuries to workers, not to mention a devastating expense to your company. This Special Report will help you avoid them by identifying potential hazards before they happen! Complies with OSHA 1910.132. Includes video and workbook.

Video, 12 minutes, Coastal: \$425.00

WIRE-Net Number: 2018, Category: Technical

SPC for the Production Team: Applying SPC Methods

This video is part of a series designed to train individuals in statistical process control theory, control charting interpretation, gauging measuring capability and process capability.

Video, 28 minutes, Coastal: \$325.00

WIRE-Net Number: 2043, Category: Technical

SPC for the Production Team: Problem Solving Techniques

This video is part of a series designed to train individuals in statistical process control theory, control charting interpretation, gauging measuring capability and process capability.

Video, 31 minutes, Coastal: \$325.00

WIRE-Net Number: 2045, Category: Technical

SPC for the Production Team: Process Capability Analysis/Problem Definition

This video is part of a series designed to train individuals in statistical process control theory, control charting interpretation, gauging measuring capability and process capability.

Video, 26 minutes, Coastal: \$325.00

WIRE-Net Number: 2044, Category: Technical

Tool Training Series

This video demonstrates the proper and varied use of several basic tools including the combination square, the combination set, the bevel protractor, the outside micrometer, the vernier caliper, and the vernier height gage.

Video, 90 minutes, Starrett:

WIRE-Net Number: 2056, Category: Technical

Tools & Rules

This video outlines the use and care of Starrett brand handtools.

Video, 40 minutes, Starrett:

WIRE-Net Number: 2057, Category: Technical

20 Keys Cell Certification

20 keys to manufacturing success by a WIRE-Net affiliated company. Two copies (A&B) available.

Binder, Kennametal:

WIRE-Net Number: 2029, Category: Technical



Understanding the National Electrical Code, 3rd Edition

This book offers beginning and experienced electricians the ability to understand what the NEC® requires, and simplifies this sometimes intimidating and confusing code. Users learn how to read the code, and how to apply the rules immediately.

Book, Delmar Publishers: \$70.95

WIRE-Net Number: 2058, Category: Technical

Who Moved My Cheese

This animated movie is based on the #1 best-selling book about adjusting attitudes toward change in life, especially at work. Change occurs whether a person is ready or not, but the story affirms that it can be positive. The principles are to anticipate change, let go of the old, and do what you would do if you were not afraid.

Video, 13 minutes,: \$595.00

WIRE-Net Number: 1007, Category: Business

Workplace Mathematics

Student workbook for 3-part video on Workplace Mathematics. (Catalog numbers 2033, 2034,2035)

Student Guide, Coastal: \$25.00

WIRE-Net Number: 2006, Category: Technical

Workplace Mathematics-Volume 1

This new three-part series builds a strong foundation for students in the areas of elementary mathematical principles that can be applied to a specific job requirement. In this course students will learn about whole numbers, fractions, decimals, and introductory algebra. Student guide is Catalog number 2006.

Video, 20 minutes, Coastal: \$495.00

WIRE-Net Number: 2033, Category: Technical

Workplace Mathematics-Volume 2

This new three-part series builds a strong foundation for students in the areas of elementary mathematical principles that can be applied to a specific job requirement. In this course students will learn about whole numbers, fractions, decimals, and introductory algebra. Student guide is Catalog number 2006.

Video, 22 minutes, Coastal: \$495.00

WIRE-Net Number: 2034, Category: Technical

Workplace Mathematics-Volume 3

This new three-part series builds a strong foundation for students in the areas of elementary mathematical principles that can be applied to a specific job requirement. In this course students will learn about whole numbers, fractions, decimals, and introductory algebra. Student guide is Catalog number 2006.

Video, 21 minutes, Coastal: \$495.00

WIRE-Net Number: 2035, Category: Technical





WIRE-Net's Business Resource Library Loan Request

Date of Request

Planned use of materials

- Training
- Research
- Personal Development
- Other

Business Resource Library Loan Policy:

- Request a Resource—you can request materials by calling Sharon at 216.588.1440, Ext. 100 or by emailing ssteinbrenner@wire-net.org.
- Receive your Items—once a library item becomes available, you can either pick it up at the WIRE-Net offices or have it sent directly to you by providing us with your Fed-Ex account number. In some instances, an item can be delivered in person to your location.
- There is no charge to member companies; however, the company is **responsible for replacement cost** of videotapes lost or damaged while on loan.
- Items are lent out for a period of 2 weeks. You may renew materials up to 3 times unless there are requests by other companies for those items. Then, your materials cannot be renewed and should be returned. You can renew your materials by phone at 216.588.1440, Ext. 100 or email to ssteinbrenner@wire-net.org. We will suspend borrowing privileges, for one month, for companies who return items past their due date.
- No more than four items may be outstanding at any time.
- New requests will not be accepted if your company has overdue items or unpaid charges for lost or damaged tapes.
- Items may be returned by dropping them off at WIRE-Net's offices or through the mail. For your protection, we ask that if you to return items by mail, you use insured, traceable mail or Fed-Ex. The extra effort may cost a few dollars, but may protect against hundreds of dollars of cost in the event a videotape becomes lost or misplaced during delivery. Due to the highly technical content and limited production runs, the average cost of videotape in our inventory is \$400. The cost of some tapes is even higher.
- Please do not mark in workbooks. **All materials are copyrighted and may not be copied.**
- To purchase copies of supplementary materials, contact the vendors, whose information is listed in the catalog, directly.

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WIRE-Net's Business Training Library Evaluation Form

Thank you for using WIRE-Net's Business Training Library. We hope that your experience was positive. To help us better serve you please complete this evaluation form. As an incentive, you will receive 10 Learn & Earn points for each item borrowed if you complete the evaluation. If you have any questions feel free to contact Sharon Steinbrenner at 216.588.1440, Ext. 100.

1. What is the name of the course you are evaluating?

On a scale of 1-5 (5 being the best) please answer the following questions.

2. The course content was organized in a way that allowed me to meet the learning objectives.

1 2 3 4 5

3. Overall, this course met my learning needs.

1 2 3 4 5

4. I will be able to apply the knowledge and/or skills gained from this course to help me perform my job better.

1 2 3 4 5

5. As a result of this learning experience, I would recommend this training program to others.

1 2 3 4 5

6. Why or Why Not?

7. Given my learning goals, time constraints, and environment, I would like to continue using the library resources.

1 2 3 4 5

8. Why or Why Not?

9. As a result of this experience, I would recommend using WIRE-Net's Business Training library.

1 2 3 4 5

10. Why or Why Not?

11. I would recommend the following topics/courses for my organization.

12. Additional comments: positive or negative.



WIRE-Net strengthens manufacturing to create healthy communities and fuel economic growth.
We provide expertise that is responsive to manufacturing related businesses and their employees.
WIRE-Net connects leaders to each other and engages them in their communities.