



Course Syllabus

PTRT 2170 – Natural Gas Production

Catalog Description:

An overview of the aspects of natural gas and oil production including various aspects of hydrocarbon production, processing equipment, and gas compression/transportation systems.

Lecture hours = 0, Lab hours = 3

Prerequisites: none

Semester Credit Hours: 1

Lecture Hours per Week: 0

Lab Hours per Week: 3

Extended hours: 0

Contact Hours per Semester: 48

State Approval Code: 15.0903

Class section meeting time:

Alternate Operations During Campus Closure: In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Panola College to move to altered operations. During this time, Panola College may opt to continue delivery of instruction through methods that include, but are not limited to: online learning management system (CANVAS), online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor Panola College's website (www.panola.edu) for instructions about continuing courses remotely, CANVAS for each class for course-specific communication, and Panola College email for important general information.

Instructional Goals and Purposes:

The purpose of this course is to teach students the major sectors of the Natural Gas Industry with a focus on production. The focus of this class is to understand the process of how Natural Gas is extracted from the Reservoir and distributed into a Pipe Line System. We will discuss and learn the primary components during the process of extracting natural gas.

Learning Outcomes:

Describe the process of how the gas is extracted from the reservoir and distributed to a Pipeline System; and identify the basic components of field processing equipment and how each component operates.

1. Understand natural gas production and the role it plays in the industry. An overview of the Drilling and Completions duties.

2. Identify a Wellhead and Christmas Tree. (Valves, Gauges, Chokes) Explain it's job relation to the process.
3. Identify the surface equipment that may be on a Natural Gas Location and how it operates.(Separators, DeHy's, Ultra Fab Units, Coolers, Meter Runs, Line Heaters, Flares, Tanks, Flow Lines, Tanks)
4. Identify the Safety Systems that may be used to control measures that are unsafe. Explain its job in relation to the industry.
5. The Students will be able to identify why well testing is needed and how the data gives us an analysis of how the well is performing.
6. Understand the different Artificial Lift Methods by which the industry may use to extract the Natural Gas from the ground. (Plungers, Pumping Units, ESPs, Intermitters, Compressors, Gas Lift, Capillary Strings, Chemical Treating, Soap Sticks)
7. The Students will be able analyze a well and understand the flow process of a producing well and explain how each piece of equipment operates. They will also be able to make recommendations for wells underperforming to maximize the potential production for the company they may partner with someday.

Specific Course Objectives (includes SCANS): 2

After studying all materials and resources presented in the course, the student will be able to:

1. **What is Natural Gas Poduction? Review of the Drilling and Completions process** (SCANS 1ci, 1civ, 2ai, 2aiii, 2ci, 2cii, 2ciii)
2. **Identify the Wellhead and Christmas Tree.** (SCANS 1ci, 1civ, 2ai, 2aiii, 2ci, 2cii, 2ciii)
3. **Understand the process of the most common uses of equipment that is at use in the industry today.** (SCANS 1ci, 1civ, 2ai, 2aiii, 2ci, 2cii, 2ciii)
4. **Explain the Safety Systems and they operate.** (SCANS 1ci, 1civ, 2ai, 2aiii, 2ci, 2cii, 2ciii)
5. **Identify why well testing is implemented and the benefits/requirements that it gives Production Companies.**(SCANS 1ci, 1civ, 2ai, 2aiii, 2ci, 2cii, 2ciii)
6. **Understand the Secondary Recovery Systems that are used to to deliquify wells with loading issues.** (SCANS 1ci, 1civ, 2ai, 2aiii, 2ci, 2cii, 2ciii)
7. **Develop skills for analyzing data to make strategic recommendations based on key variables to allow the well to produce at its maximum potential while keeping the well safe and economical.**(SCANS 1ci, 1civ, 2ai, 2aiii, 2ci, 2cii, 2ciii)

Course Content:

Students in all sections of this course will be required to do the following:

1. Students will study assigned materials and complete quizzes and exams to assess understanding and comprehension.
2. Students, since we do not have a textbook, will need to watch every video in each module before taking the quiz to comprehend the lesson.

Methods of Instruction/Course Format/Delivery:

Students in traditional, hybrid and Internet classes will have access to courses via Canvas. Students in the traditional class will meet regularly for lecture. Students in the Internet class will be required to take quizzes and exams at an approved testing facility or, they may also be administered by the instructor. Students in hybrid classes will have both in class and online assignments. Resources for this course, provided through Canvas, include the following Sections in Canvas....

- Modules: Chapter study materials, video, self-assessment exercises, quizzes and exams
- Announcements and Recent Activities List: Instructor Announcements
- Inbox: Email (to communicate with instructor and classmates inside Canvas)
- Grades: Student grades
- Other sections, as assigned by the Instructor: Students in both the traditional and Internet classes should use the People feature within Canvas (includes Canvas Email) to communicate with the instructor. Using Canvas Email located in the "In Box" menu, gives the student access to the instructor and other classmates without having to remember or type email addresses; the student just selects a name from the list. The instructor will attempt to respond to all Canvas email within 24 hours. For example, if a student makes an appointment with the instructor through Canvas email to take an exam, the instructor will reply to the student's Canvas email – if the instructor does not reply within the time needed, call the instructor's at his or her office. Please, always include in the subject line of the Canvas email, the student's name, course number and course section number.

ASSESSMENTS:

The following items will be assigned during the semester and used to calculate the student's final grade:

ATTENDANCE AND PARTICIPATION

Students are required to participate with other students during discussion topics.

QUIZZES

After working through the chapter or chapters and completing the assignments, the student will take online or paper quizzes over the chapters studied. Quizzes will generally contain True/False, Multiple Choice, Matching and/or Fill In-The-Blank questions.

EXAMS

Multiple exams may be given during the semester with the final exam being cumulative in one or two parts, will assess the students various skills and may include lab exercises.

ASSIGNMENTS:

Students are provided with step-by-step instructions for completing each assignment. Assignments may include laboratory exercises, case studies, team-group assignments and other instructor assigned work. The student may be required to compile and turn in a notebook containing the completed performance sheets along with the student's tabulated data or as otherwise directed by the instructor. Throughout the

semester there will be lab exercises both virtual and hands on. Students will be assessed on his or her ability to complete the task with minimal assistance.

COURSE GRADE: The grading scale for this course is as follows:

Category Percentage:

Quizzes and/or Assignments = 60%

Exams = 40%

Grading Notes:

Late Work: All listed assignments are due according to the due date provided in Canvas and on the course calendar if you do not complete the assignments on time a **5% per day penalty** will automatically be applied to all assignments. If you have missed an assignment due to an approved class absence please contact your instructor for further instructions.

Missed Exams: THERE WILL BE NO MAKE UP FOR MISSED EXAMS UNLESS APPROVED BY UPPER MANAGEMENT BEFORE THE TIME OF THE EXAM.

Missed Quizzes: MISSED QUIZZES WILL ONLY BE AVAILABLE FOR MAKE UP WITH A LEGITIMATE REASON DETERMINED BY THE INSTRUCTOR.

Attendance: Attendance is based on you turning in your first 2 assignments by the designated time in Canvas.

Missed Lab Exercises: Students will have one day out of the semester assigned by the instructor to make up any lab exercises missed due to the student being absent for legitimate reasons. Instructors are not required to make up work for unexcused class absences. Instructors reserve the right to give full or partial credit for makeup work that is given because of unexcused absences.

Plagiarism: Plagiarism shall be defined as appropriating, buying, receiving as a gift or obtaining by any other means, another person's work and the unacknowledged submission or incorporation of it in one's own written work. All papers submitted to Canvas will be scanned with *turnitin.com* and the instructor reserves the right to dock points based on the results.

Cheating: Cheating on a test shall include:

- a. Copying from another student's test
- b. Using test materials not authorized by the person administering the test
- c. Collaborating with or seeking aid from another student during a test without permission from the test administrator
- d. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an un-administered test.
- e. The unauthorized transporting or removal, in whole or in part, of the contents of the un-administered test.
- f. Substituting for another student, or permitting another student to substitute for one's self, to take a test.

g. Bribing another person to obtain an un-administered test or information about an un-administered test Absolutely no cheating is tolerated.

h. If a student is observed cheating they will be sent home immediately counted absent and given a zero on the assignment they were cheating on.

Safety: All students are required in lab exercises to bring and wear the proper PPE as instructed by your instructor. Failure to do so will result in one warning; if a student continues to violate safety rules the student will be sent home and counted absent.

Class Conduct: All cell phones should be turned off in all classes. If you must receive a call notify your instructor and step out of the the classroom. No cell phones are allowed during testing. No disruptive behaviour is allowed in class; if a student is being disruptive as determined by the instructor one warning will be given. If behavior persist student will be sent home and counted absent.

Grading Scale A=90-100, B=80-89, C=70-79, D=60-69, F=69 and below

Texts, Materials, and Supplies:

- **Textbook:**
Students are not required to purchase a textbook. The instructor will provide course materials and will be distributed to students in Canvas.

Required Readings:

- NONE

Recommended Readings:

- NONE

- **Other:**
 - Courses conducted via video conferencing may be recorded and shared for instructional purposes by the instructor.
 - For current texts and materials, use the following link to access bookstore listings: <https://www.panolacollegestore.com>
 - For testing services, use the following link: <https://www.panola.edu/elearning/testing.html>
 - If any student in this class has special classroom or testing needs because of a physical learning or emotional condition, please contact the ADA Student Coordinator in Support Services located in the Charles C. Matthews Student Center or go to <https://www.panola.edu/student-success/disability-support-services/> for more information.
 - Withdrawing from a course is the student's responsibility. Students who do not attend class and who do not withdraw will receive the grade earned for the course.
 - Student Handbook, *The Pathfinder*:
<https://www.panola.edu/student-success/documents/pathfinder.pdf>

SCANS CRITERIA

- 1) **Defined Foundation skills are in three areas: basic skills, thinking skills, and personal qualities.**
 - a) **Basic Skills:** A worker must read, write, perform arithmetic and mathematical operations, listen, and speak effectively. These skills include:
 - i) **Reading:** locate, understand, and interpret written information in prose and in documents such as manuals, graphs, and schedules.
 - ii) **Writing:** communicate thoughts, ideas, information, and messages in writing, and create documents such as letters, directions, manuals, reports, graphs, and flow charts.
 - iii) **Arithmetic and Mathematical Operations:** perform basic computations and approach practical problems by choosing appropriately from a variety of mathematical techniques.
 - iv) **Listening:** receive, attend to, interpret, and respond to verbal messages and other cues.
 - v) **Speaking:** Organize ideas and communicate orally.
 - b) **Thinking Skills:** A worker must think creatively, make decisions, solve problems, visualize, know how to learn, and reason effectively. These skills include:
 - i) **Creative Thinking:** generate new ideas.
 - ii) **Decision Making:** specify goals and constraints generate alternatives, consider risks, and evaluate and choose the best alternative.
 - iii) **Problem Solving:** recognize problems, devise, and implement plan of action.
 - iv) **Visualize ("Seeing Things in the Mind's Eye"):** organize and process symbols, pictures, graphs, objects, and other information.
 - v) **Knowing How to Learn:** use efficient learning techniques to acquire and apply new knowledge and skills.
 - vi) **Reasoning:** discover a rule or principle underlying the relationship between two or more objects and apply it when solving a problem.
 - c) **Personal Qualities:** A worker must display responsibility, self-esteem, sociability, self-management, integrity, and honesty.
 - i) **Responsibility:** exert a high level of effort and persevere toward goal attainment.
 - ii) **Self-Esteem:** believe in one's own self-worth and maintain a positive view of one.
 - iii) **Sociability:** demonstrate understanding, friendliness, adaptability, empathy, and politeness in-group settings.
 - iv) **Self-Management:** assess oneself accurately, set personal goals, monitor progress, and exhibit self-control.
 - v) **Integrity and Honesty:** choose ethical courses of action.
- 2) **Workplace competencies defined in five areas: resources, interpersonal skills, information, systems, and technology.**
 - a) **Resources:** A worker must identify, organize, plan, and allocate resources effectively.
 - i) **Time:** select goal-relevant activities, rank them, allocate time, and prepare and follow schedules.
 - ii) **Money:** Use or prepare budgets, make forecasts, keep records, and make adjustments to meet objectives.
 - iii) **Material and Facilities:** Acquire, store, allocate, and use materials or space efficiently.

Examples: construct a decision time line chart; use computer software to plan a project; prepare a budget; conduct a cost/benefits analysis; design an RFP process; write a job description; develop a staffing plan.

- b) **Interpersonal Skills:** A worker must work with others effectively.
- i) **Participate as a Member of a Team:** contribute to group effort.
 - ii) **Teach Others New Skills.**
 - iii) **Serve Clients/Customers** work to satisfy customer's expectations.
 - iv) **Exercise Leadership:** communicate ideas to justify position, persuade and convince others, responsibly challenge existing procedures and policies.
 - v) **Negotiate** work toward agreements involving exchange of resources, resolve divergent interests.
 - vi) **Work with Diversity:** work well with men and women from diverse backgrounds.
- Examples: collaborate with a group member to solve a problem; work through a group conflict situation, train a colleague; deal with a dissatisfied customer in person; select and use appropriate leadership styles; use effective delegation techniques; conduct an individual or team negotiation; demonstrate an understanding of how people from different cultural backgrounds might behave in various situations.
- c) **Information:** A worker must be able to acquire and use information.
- i) **Acquire and Evaluate Information.**
 - ii) **Organize and Maintain Information.**
 - iii) **Interpret and Communicate Information.**
 - iv) **Use Computers to Process Information.**
- Examples: research and collect data from various sources; develop a form to collect data; develop an inventory record-keeping system; produce a report using graphics; make an oral presentation using various media; use on-line computer data bases to research a report; use a computer spreadsheet to develop a budget.
- d) **Systems:** A worker must understand complex interrelationships.
- i) **Understand Systems:** know how social, organizational, and technological systems work and operate effectively with them.
 - ii) **Monitor and Correct Performance:** distinguish trends, predict impacts on system operations, diagnose deviations in systems' performance and correct malfunctions.
 - iii) **Improve or Design Systems:** suggest modifications to existing systems and develop new or alternative systems to improve performance.
- Examples: draw and interpret an organizational chart; develop a monitoring process; choose a situation needing improvement, break it down, examine it, propose an improvement, and implement it.
- e) **Technology:** A worker must be able to work with a variety of technologies.
- i) **Select Technology:** choose procedures, tools or equipment including computers and related technologies.
 - ii) **Apply Technologies to Task:** understand overall intent and proper procedures for setup and operation of equipment.
 - iii) **Maintain and Troubleshoot Equipment:** Prevent, identify, or solve problems with equipment, including computers and other technologies.
- Examples: read equipment descriptions and technical specifications to select equipment to meet needs; set up and assemble appropriate equipment from instructions; read and follow directions for troubleshooting and repairing equipment.

