



"Review & Exam Prep for Water Distribution Manager / Operator Level 1 & 2" Workshop

Agenda

Various Locations

Instructor: Brett Heath

Day 1

Time	Material Covered	
8:00 – 8:10	Welcome & Intro to Workshop	
	Introduction, general information on Operator Certification & Exams, Wastewater Treatment, & Operator job responsibilities	
	Introduction to the Need-To-Know Criteria for WDM level 1 & 2 and exam modules	
	Explain, review, & practice exam style problems related to	Distribution system components: Design of water distribution projects, Water production, Backflow prevention and control devices
10:15 – 10:30	Break	
	Explain, review, & practice exam style problems related to	Distribution system components: Scada systems, Monitoring water distribution system parameters, Determine water volume and flow rates
12:00 – 12:30	Lunch	
	Explain, review, & practice exam style problems related to	Distribution system components: Understand flow characteristics, Distribution system mapping, Distribution system components
2:30 – 2:45	Break	
	Explain, review, & practice exam style problems related to	Distribution system components: Understand schematic diagrams, Wells and related equipment, Water system operational analysis
4:00	Adjourn	



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Day 2

Time	Material Covered	
8:00	Questions & Answers from Previous Day	
	Explain, review, & practice exam style problems related to	Equipment Installation, Operation, Maintenance, and Repair: Water line installation, Inspecting new construction
10:00 – 10:10	Break	
	Explain, review, & practice exam style problems related to	Equipment Installation, Operation, Maintenance, and Repair: Monitoring and maintaining pump stations and related equipment, Care of finished water storage facilities
12:00 – 12:40	Lunch	
	Explain, review, & practice exam style problems related to	Equipment Installation, Operation, Maintenance, and Repair: Distribution system flushing, Meter reading, Maintaining and repairing distribution components
2:50 – 3:00	Break	
	Explain, review, & practice exam style problems related to	Equipment Installation, Operation, Maintenance, and Repair: Maintaining and repairing distribution components (continued), Disinfection of components used during install and repairs, Underground locating, marking, and notification
4:00	Adjourn	



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Day 3

Time	Material Covered	
8:00	Questions & Answers from Previous Day	
	Explain, review, & practice exam style problems related to	Water Quality Monitoring, Evaluation, Adjustment, and Laboratory Analysis/Interpretation: Adjusting chemical dosage, Performing routine maintenance on chemical feed equipment, Chemical handling and chemical feed equipment
10:00 – 10:10	Break	
	Explain, review, & practice exam style problems related to	Water Quality Monitoring, Evaluation, Adjustment, and Laboratory Analysis/Interpretation: Water samples, Performing chemical analyses
	Explain, review, & practice exam style problems related to	Security, Safety, Administrative Procedures, and Public Interactions: Water system safety practices, Water system risk mitigation, Securing facilities and tampering investigations, Emergency plans
12:00 – 12:40	Lunch	
	Explain, review, & practice exam style problems related to	Security, Safety, Administrative Procedures, and Public Interactions: Maintaining system records, Understanding plans, maps, and system standard specifications, Budgeting, Customer service
2:50 – 3:00	Break	
	Explain, review, & practice exam style problems related to	Security, Safety, Administrative Procedures, and Public Interactions: Asset management program, Implementing a cross-connection control program, System operating plans
4:00	Adjourn	