



The Trane Learning Center

Schedule of Classes

Fall 2007



Hunton Specialty Products



Hunton Distribution



Hunton Trane



COURSE OFFERINGS

- Residential
- Light Commercial
- Chillers
- New Products
- *New Classes Scheduled

CONTACT US AT: 1-800-880-TRANE



Education is the Key to the Future.

And Hunton Distribution Group and Trane are committed to supporting our industry with a continually improving and expanding educational program. This is why we have developed the **Trane Learning Center**.

Our goal is to provide training that supports the career and business goals of our customers and prepares today's professionals for tomorrow's challenges.

In order to meet the professional needs of our customers, we offer year around training in technical and business skills geared to benefit any dealer or contractor technician, owner or service manager.

Training Guarantee

We want you to be satisfied with your training experience from the Trane Learning Center. So, our guarantee to you is — if you are dissatisfied with your training experience and need to repeat a course, you can do so with no additional cost.

Training Satisfaction Guarantee Guidelines:

- You must enroll in the course the next time it is offered.
- You will reuse the training materials that were provided in the original training. You will receive updated materials.

Customized Training

For Trane dealers, we offer customized training on our products, when time permits. This training can be a course that we have offered in the past or training that is specific to your company needs.

We can schedule the training at our Learning Center or your location, AND we require a minimum number of participants.

Please contact us for more information. The Trane Learning Center is open for ways to improve our training. Your suggestions are always welcomed.

Cancellation Policy

In order to continue to support quality education we expect that a customer will attend when they register for training. We order our training materials, training room and refreshments based on course registration. If you do not cancel within 48 hours of the scheduled class starting time you will forfeit your total tuition for that course.

Comfort Specialists will be charged for a tuition waved class if they do not cancel within 48 hours of the scheduled class starting time. Not all classes are tuition exempt. Check the schedule.

Cancellation is only official by email, mail or fax. **Do not call** with your cancellation notice. You may substitute one person for another at the day of training during or prior to the registration process.

In cases where the class is full, no one will be allowed to register unless there is a cancellation or no-show.

Course Levels

The term **Course Level** is used as a guide for those determining whether they should participate in a technical course.

Basic/Apprentice Level courses are designed for those that are just learning the HVAC trade and have little or no experience. The information will be elementary in nature, and it is assumed the participant has no knowledge in the subject matter.

Moderate Level courses are designed for the experienced technician with one or two years of field and technician training. At this level the technician should know how to charge equipment and have moderate troubleshooting skills.

Advanced Level courses are designed for the technician with more than two years of field, technician and supervisory experience. This level can be handled by mechanical engineers with HVAC experience. At this level the engineer or technician should have superior troubleshooting skills and be able to share information with supervised employees.

Course Location

We conduct training in Houston, Oklahoma City, El Paso, Lubbock, Beaumont, Huntsville and other locations. Check the course to be certain of the training location. Not all training is offered in all locations. Training locations are subject to change, but will be held in the same city in which it was scheduled.

Continuing Education Credit and Professional Development Hours

Continuing Education Credit for renewal of your state contractors license is now offered at Hunton Trane. This course is the full 8-hours of training approved by the Texas Department and Licensing and Regulations, under vendor Mechanical Training Service.

Professional Development Hours (PDH) for Engineers—Our Satellite Broadcasts and A/C Clinic presentations will be valuable in accumulating PDH credits.

CD and DVD Training We have a good selection of CD or DVD product training materials. These can be viewed in our Westpark counter sales or we can send you a brochure listing these items for self-education.

Contact Us

Telephone: 1-800-880-TRANE

Fax: 713-267-5719

Web: <http://www.huntongroup.com>

Click on the **Training** button to view training schedule.

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September—December 2007 Schedule of Classes

Trane A/C Clinic

Date: Begins September 5th, for 10 consecutive Wednesdays **Time:** 6pm-8pm

Location: Hunton Learning Center
10555 Westpark
Houston, Texas 77042

Cost \$ 300.00

Note: Tuition not exempt
for Comfort Specialists
or Premier Dealers

Benefits: Those attending will learn the basic introductory facets of HVAC system design, operation and controls. The course will cover the refrigeration cycle; compressors and refrigeration controls; load estimating; psychrometrics; piping practices; variable air volume; fans; packaged and split systems; centrifugal and screw systems; and microelectronic controls.

Loaded with valuable information! Twenty-hours of great training! Commit to this training!

This is a special course presented by Hunton Trane Sales Engineers.

Mail or fax registration: *For this class you must register with Leslie Hendrex at fax 713.267.5780*

Materials: Numerous manuals, handout materials and refreshments

Who Should Attend: New engineers, people new to the industry, owners, designers, facility operation personnel, technicians and service and maintenance personnel.

Enrollment: 55 max

Course Level: Beginner

Engineers Newsletter Live ! Satellite Broadcasts at Hunton Trane

Topic: Humidity Control in Buildings

Date: Wednesday, September 12

Time: 11:00am-12:30pm

Topic: LEED Case Studies

Date: Wednesday, November 14

Time: 11:00am-12:30pm

Location: Hunton Learning Center
10555 Westpark
Houston, Texas 77042

Cost: All broadcasts are free,
but please register.

Benefits: These presentations are part of the continuing Trane Satellite Broadcast Series. Each topic is presented in a format that addresses real-world situations with emphasis on how to apply the reviewed information. Each broadcast is eligible for one (1) Professional Development Hour (PHD).

Special registration: *For these free broadcasts you must register directly with Leslie Hendrex at 713.266.3900 or fax 713.267.5780 or lhendrex@huntongroup.com*

Materials: Handout materials and box lunch

Who Should Attend: Building owners, facility operation personnel, and mechanical engineers.

Max Enrollment: 50 max

Information Level: Moderate to Advanced

Continuing Education Course for HVAC Contractors

Date: Thursday & Friday, September 13 and 14

Time: 8:00am-Noon

Location: Trane Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$135.00 Tuition not exempt for
Comfort Specialists/Premier dealers

Course # T172

Important: *Bring your wallet license or paper license to the review. You will be asked to show a photo identification card, such as a driver's license. We follow the strict state guidelines for this approved course. TDLR approved course, by Mechanical Training Service, Vendor #70024246.*

Benefits: This Continuing Education course is designed to give the HVAC contractor the required 8-hours of training required by the Texas Department of Licensing and Regulations. The course will review the 2-hours of Air Conditioning Law in addition to 6-hours of approved vital HVAC topics. **You must attend the entire class, two half days to receive State required CE credit to renew your license.**

Materials: Handout materials, Continuing Education Certificate and continental breakfast.

Who Should Attend: Contractors that need the 8-hours of CE credit to renew their HVAC license.

Enrollment: 50 max

Course Level: Moderate

Trane Centrifugals

Date: Wednesday, October 10

Time: 8:00am-noon

Location: Trane Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$200.00

Course # T178

Benefits: The course will cover operation, the basic centrifugal cycle, design operating conditions, waterside and refrigerant side problems, purge cycle, CH530 controls, basic maintenance .

Materials: IOM manuals, handout materials and continental breakfast.

Who Should Attend: Owners, operators, techs starting on centrifugals.

Enrollment: 25 max

Course Level: Moderate

Advanced Gas Heating

Date: Thursday, October 11

Time: 8:30am-4:30pm

Location: Trane Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$35.00

Course # T173

Benefits: The course will cover variable speed gas furnaces applied with our XL 16 and 19 products. It will include operation, maintenance, testing variable speed motors and how to wire and trouble-shoot gas furnace products. 90% furnaces will also be discussed. You will not get burned on this one.

Materials: Manuals, handout materials and lunch

Who Should Attend: Technicians, installers and service and maintenance personnel who want to get ready for the winter.

Enrollment: 35 max

Course Level: Moderate

Business to Business Selling

Date: Tuesday, October 16 thru 19

Time: 8:00am-5:00pm

Location: Hunton Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$ 1,500.00

Course # T165

Benefits: Look in any city in the United States, in any area where commercial businesses exist, and you'll see old, worn out rooftop A/C and heating systems. The market opportunity is at an all-time high and continues to grow each day as building owners and tenants continue to repair these systems that are 20+ years old. B-to-B Selling will give you four days of intense training to help you take advantage of this growing opportunity. Your commercial business will blossom.

Materials: Handout materials, break refreshments and lunch

Who Should Attend: Sales force and business owners.

Enrollment: 25 max

Course Level: Moderate

RTAA Chillers

Date: Tuesday & Thursday, October 23 & 25

Time: 5pm-9pm (2 evenings)

Location: Hunton Learning Center
10555 Westpark
Houston, Texas

Cost \$150.00 Tuition not exempt for Comfort Specialist/Premiere Program
Course # T177

Benefits: The RTAA course is developed to provide attendees with the concept of the rotary screw compressor and the Series “R” machines that are used in many large buildings. The class looks at air-cooled type chillers. The instruction covers system components, UCP setup, operation and maintenance, variable speed fans, troubleshooting and controls. This will benefit those who work on this equipment or want to learn its operation.

Materials: Manuals, handout materials and light dinner

Who Should Attend: Building owners, facility operation personnel, technicians, service and maintenance personnel.

Enrollment: 30 max

Course Level: Moderate with experience in chilled-water systems

Residential Mechanical Ventilation Installation Course *Special Registration

Date: Thursday & Friday, October 25 & 26

Time: 8am-4:30pm

Location: Hunton Learning Center
10555 Westpark
Houston, Texas

Cost \$450.00 Tuition not exempt for Comfort Specialists/Premiere Programs
***Register:** HRAI at 1-800-267-2231

Benefits: The course covers the fundamentals of air quality assessment, system requirements, and focuses specifically on system design and installation. Course participants receive the complete HRAI Residential Mechanical Ventilation Manual, as endorsed by the Home Ventilating Institute (HVI). Those who achieve 75% or higher on the exam will obtain HRAI Certification and will be listed on the U.S. Certification List on HRAI’s website @ www.hrai.ca. You must pre-register for this class.

Materials: Manuals, handout materials, certification exam and lunch

Who Should Attend: Building owners, facility operation personnel, technicians, service and service maintenance personnel interested in indoor air quality.

Enrollment: 25 max

Course Level: Moderate

Zone Controls by EWC

Date: Tuesday, November 6

Time: 8:30 am-12:00 noon **or**
Time: 4:30pm- 8:00pm

Location: Trane Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$25.00

Course # T167

Benefits: This course will focus on the sizing, installation, operation and troubleshooting of zone controls. The training will focus on the EWC Zone Controls system, but much of the information will relate to similar zoning system products. This zoning system will save energy and enhance customer comfort. It is important to understand how easy this system is to install, troubleshoot and service. Please select a morning or evening class which will be repeated or come to it twice !

Materials: Manuals, handout materials and refreshments. Evening course will have a light dinner.

Who Should Attend: Building owners, facility operation personnel, technicians and service and maintenance personnel. Anyone interested in saving energy and improving human comfort.

Enrollment: 40 max

Course Level: Basic to Moderate

Advanced Heat Pumps

Date: Thursday, November 8

Time: 8:30am-3:30pm

Location: Hunton Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$40.00

Course # T174

Benefits: This course requires experience and understanding of basic air conditioning and heating operation. It will review information on thermostat operation and wiring; variable speed operation and troubleshooting; charging procedures; defrost controls; auxiliary heat options; and mechanical and electrical troubleshooting information. You will learn much about the complex heat pump system.

Materials: Manuals, handout materials and lunch

Who Should Attend: Technicians, installers and service and maintenance personnel who want to get ready for the winter.

Enrollment: 24 max

Course Level: Moderate

Mitsubishi Mr. Slim

Date: Tuesday, November 13

Time: 8:30 am-12:00 noon

Location: Trane Learning Center
10555 Westpark
Houston, Texas 77042

Cost: Free. Reservation required.

Course # T166

Benefits: The Mitsubishi representative will discuss the features and benefits of their ductless systems. This will include sales, installation and troubleshooting tips. This is an undersold market that has a great sales and service potential.

Materials: Manuals, handout materials and refreshments.

Who Should Attend: Building owners, facility operation personnel, technicians and service and maintenance personnel. Anyone interested in saving energy and improving human comfort through ductless systems.

Enrollment: 40 max

Course Level: Basic to Moderate

Intellipak

Date: Wednesday, November 14 and 15

Times: 5:00-9:00 pm

Location: Hunton Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$150 Tuition not exempt for
Comfort Specialists/Premiere programs
Course # T176

Benefits: Attendees will gain knowledge on the operation, control, and maintenance of INTELLIPAK rooftops. Topics discussed include operating parameters, scroll compressors, ventilation sequences, the human interface panel along with StatiTrac and generic BAS interface. Interesting information on this complex control system.

Materials: Handout materials and a light dinner.

Who Should Attend: Building owners, facility operation personnel, technicians and service maintenance technicians.

Enrollment: 40 max

Course Level: Moderate

ClimateMaster Geothermal Installation & Servicing of Heat Pumps

Date: Tuesday, November 27

Time: 8:30am- 4:30pm

Location: Trane Learning Center
10555 Westpark
Houston, Texas 77042

Cost \$ 80.00

Course # T169

Benefits: Understand the basic operation of this geothermal equipment and how to use its advantages to sell high-efficiency equipment. This includes installation, servicing and troubleshooting geothermal heat pumps. The training will include open and closed loop systems and ways to cool, heat and develop domestic hot water for residential and commercial applications. Discover the benefits of 27 SEER equipment. Yes, 27 SEER!

Materials: Large training manual of related sales and technical materials, pressure gauge and lunch.

Who Should Attend: Anyone interested in understanding the benefit of promoting and selling the geothermal heat pump. Owners that want to expand their line of equipment offerings. Technicians and installers who desire to improve their technical skills.

Enrollment: 50 max

Course Level: Moderate

ClimateMaster – Geothermal Loop & Fusion Training

Date: Wednesday, November 28

Time: 8:30 am – 4:30 pm

Location: Trane Learning Center
10555 Westpark
Houston, Texas 77042

Cost \$ 80.00

Course # T168

Benefits: In this full-day course you will learn about sealing the underground loop system. Successfully completing this class will provide you with Socket Fusion Certification. Additional benefits of this course includes water loop sizing and pressure drop calculations. An important part of this training includes troubleshooting of ground loop and pump problems. The selection of anti-freeze solution is also discussed. The instructor will show how to use the GeoDesigner Software. This software is important in sizing groundwater loop systems.

Materials: Large training binder of Climate Master, heat pump materials and lunch. Training manual provided if you did not attend previous training day. GeoDesigner software is available for purchase.

Who Should Attend: Technicians, installers and maintenance personnel.

Enrollment: 20 max

Course level: Moderate

Fundamentals of Schematic Reading

Date: Thursday, November 29

Time: 8:30am-3pm

Location: Trane Learning Center
10555 Westpark Dr
Houston, Texas 77042

Cost: \$40.00

Course # T175

Benefits: This half-day class assumes that you know little about the electrical side of air conditioning systems. The course will start with symbol reading and identification. This will develop into using these symbols in basic wiring diagrams. The course will include discussing sample components parts that are represented by the electrical symbols. Ohm's law will be discussed and applied to simple diagrams. The safe and correct use of multimeters and ammeters will also be demonstrated. Bring your multimeter to participate in hands-on exercises. This will be a good primer for the electrical part of the NATE exam.

Materials: Handout materials and continental breakfast.

Who Should Attend: This is a class for the entry-level technician.

Enrollment: 50 max

Course Level: Basic

Basic Airflow

Date: Wednesday, December 5

Time: 8:30am-noon

Location: Hunton Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$35.00

Course # T171

Benefits: In this class you will learn all the basics of airflow and duct design. The course will cover all the terminology used when discussing airflow. It will include how to use various airflow measuring devices; duct and grille sizing; use of the duct calculator; interpret blower performance data; and troubleshooting airflow problems in duct system. This class will **not** cover Air Balancing techniques. This one will blow you away. Basic, but very informative! It was a big hit the last time it was offered.

Materials: Duct calculator, handout materials, continental breakfast.

Who Should Attend: Technicians, service and maintenance personnel interested in knowing more about airflow measurements and basic airflow problems.

Enrollment: 40 max

Course Level: Basic

Advanced Airflow

Date: Wednesday, December 12

Time: 8:30am-3pm

Location: Hunton Learning Center
10555 Westpark
Houston, Texas 77042

Cost: \$35.00

Course # T170

Benefits: In this class you will learn advanced information on airflow and duct design. This class picks up where the basic airflow class left off. The course will begin with a short review of airflow fundamentals and quickly move to duct design problems and solutions. This is an interactive class. You will be sked to design duct systems along with the aide of the instructor. The information you learn in class can be put to immediate use in field related airflow problems.

Materials: Duct calculator, handout materials, continental breakfast.

Who Should Attend: Technicians, service and maintenance personnel interested in knowing more about advanced airflow problems.

Enrollment: 40 max

Course Level: Moderate to advanced



TRANE®

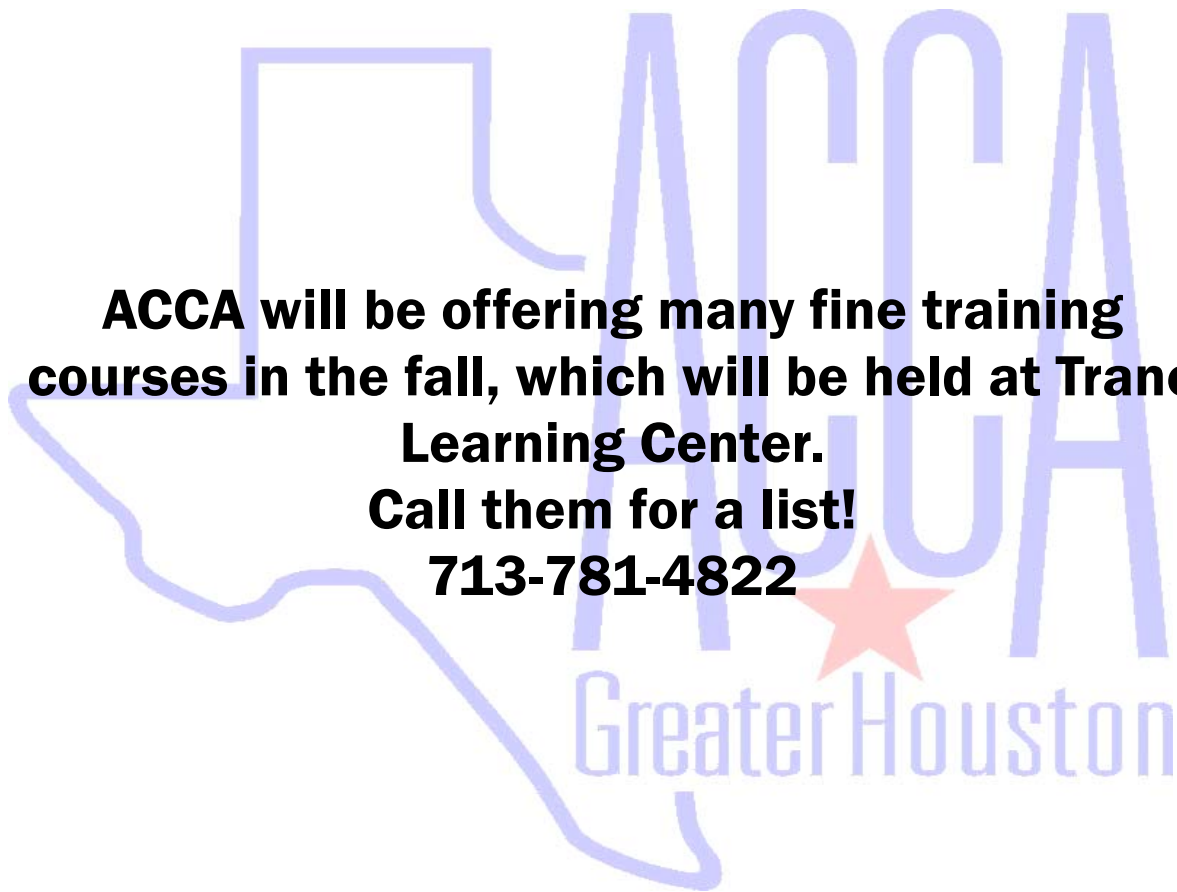
Training at a Glance

Topic	Date	Location	Course #
Trane A/C Clinic	Sept 6 (10 Wednesdays)	Houston	Register with Leslie Hendrex
Engineering Newslette Satellite Broadcast	Sept 12, Nov 14	Houston	Register with Leslie Hendrex
Continuing Education for HVAC Contractors	Sept 13 & 14	Houston	T172
Trane Centrifugals	Oct 10	Houston	T178
Advanced Gas Heating	Oct 11	Houston	T173
Business to Business Selling**	Oct 16-19	Houston	T165
RTAA Chillers	Oct 23 & 25	Houston	T177
Residential Ventilation Installation Course	Oct 24 & 25	Houston	Special Registration
Zone Controls by EWC	Nov 6	Houston	T167
Advanced Heat Pumps	Nov 8	Houston	T174
Mitsubishi Mr. Slim**	Nov 13	Houston	T166
Intellipak	Nov 14 & 15	Houston	T176
ClimateMaster Installation and Servicing	Nov 27	Houston	T 169
ClimateMaster Geothermal Loop and Fusion	Nov 28	Houston	T168
Fundamentals of Schematic Reading	Nov 29	Houston	T175
Basic Airflow	Dec 5	Houston	T 171
Advanced Airflow	Dec 12	Houston	T170

****Indicates training strictly for Trane Dealers and Trane Contractors.**

ACCA-Sponsored Training at Trane Learning Center

**ACCA will be offering many fine training courses in the fall, which will be held at Trane Learning Center.
Call them for a list!
713-781-4822**



Your Trane Learning Center Instructors

JOE MORAVEK — Training Coordinator

Joe has been in air conditioning-related businesses since 1976. He holds an environmental and refrigeration contractor license, and has taught air conditioning with Lee College, Houston Community College and the University of Houston for the past 20 years. Joe also worked as a technician and a mechanical inspector with the City of Houston.



MARK HAYNES

An industry veteran since 1975, Mark began work at G.E. Laboratory in Tyler, TX as a Laboratory Engineering Technician. After two years at G.E., he decided to continue his career in the Commercial service market in Denver, CO, home of his wife's family. In the Winter of 1979, Mark realized he was too far from Texas and returned to Houston. He worked for Frymire Engineering Co. and in his own business until 1993, when he joined Houston Trane Services. Mark is now the Service Quality Manager for Hunton Trane Services.



ROGER STUKSA

Roger has been in the air conditioning, heating and refrigeration industry for over 50 years. He has represented the Trane product as the local field service representative for the past 17 years, and provides product support and training.

He holds a State Air Conditioning and Refrigeration license, as well as the Texas Master Electrical license. You probably talked with him if you called with service problems.



ANGELO CILIE

Angelo is the new Field Service Representative (FSR) at Hunton Trane. He has twenty-years of local and international experience in the HVAC/R industry working as the service manager of a large air conditioning contractor in Houston and in Central America and Europe. Angelo has been in sales, installation and service of both residential and commercial air conditioning equipment. He has experience both in field and formal classroom training. Angelo is a great addition to the FSR team.



ANDY GRIFFIN

Andy has been in the central air conditioning and heating industry for over 50 years. He holds a Mechanical Contractor license in the State of Oklahoma. He has been the Trane Field Service Representative since April 1987. He provides product support and training and is very knowledgeable in the HVAC industry. He conducts training in Oklahoma City and Lubbock locations.



Map, Directions, and Contacts For Houston Area Training

LOCATION

The Trane Learning Center is located inside the Hunton Group headquarters building. Unless otherwise noted, training courses are held at: **10555 Westpark Dr. Houston, TX 77042**

DIRECTIONS

We're located near the corner of the Beltway 8 and Westpark Dr. intersection. We are one block east of Beltway 8, also known as West Sam Houston Parkway.

REGISTRATION CONTACT

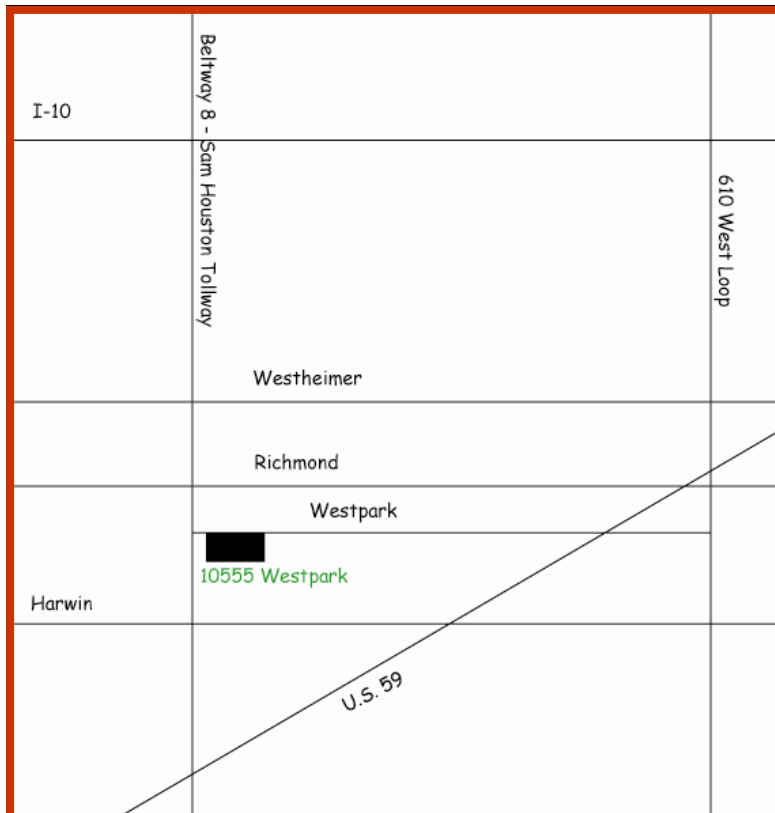
For class reservations, contact Jean Doellman at Phone: 713-266-3900 or Fax registration form to 713-267-5719 .

HOTEL

Candlewood Suites, 4033 W. Sam Houston Parkway S. Houston Call 713.780.7881. The hotel is on the Westside of our building; walk east across the hotel parking lot and you will be at our training facility.

Best Western—Sam Houston Parkway (Richmond exit on Parkway feeder road) 713-782-1515

Holiday Inn Express—(on Rogerdale off Richmond) 281-372-1000



Registration Form For Houston Area Training

Name: _____ Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

COURSE REGISTRATION (S): Please check the box beside the course (s) you wish to take and complete the Payment Options portion of this form...fax or mail in to our office.

Page #	2005	Location	Course Title Listed Alphabetically	Cost	Course No.	<input checked="" type="checkbox"/>
7	Sept 13 & 14	Houston	CE Credit for Contractors**	\$135	T172	<input type="checkbox"/>
7	Oct 10	Houston	Trane Centrifugals**	\$200	T178	<input type="checkbox"/>
8	Oct 11	Houston	Advanced Gas Heating	\$35	T173	<input type="checkbox"/>
8	Oct 16-19	Houston	Business to Business Selling**	\$1500	T165	<input type="checkbox"/>
9	Oct 23 & 25	Houston	RTAA Chillers	\$150	T177	<input type="checkbox"/>
10	Nov 6 (AM or PM)	Houston	Zone Controls by EWC	\$25	T167	<input type="checkbox"/>
10	Nov 8	Houston	Advanced Heat Pumps	\$40	T174	<input type="checkbox"/>
11	Nov 13	Houston	Mitsubishi*	Free	T166	<input type="checkbox"/>
11	Nov 14 & 15	Houston	Intellipak	\$150	T176	<input type="checkbox"/>
12	Nov 27	Houston	Climate Master Installation and Servicing	\$80	T169	<input type="checkbox"/>
12	Nov 28	Houston	Climate Master Geothermal Loop and Fusion	\$80	T168	<input type="checkbox"/>
13	Nov 29	Houston	Fundamentals of Schematic	\$40	T175	<input type="checkbox"/>
13	Dec 5	Houston	Basic Airflow	\$35	T171	<input type="checkbox"/>
14	Dec 12	Houston	Advanced Airflow	\$35	T170	<input type="checkbox"/>

PAYMENT OPTIONS:

Total # of Courses: _____

Total Amt. Due: _____

Method of Payment:

P.O. _____

Check enclosed

Visa _____

MasterCard _____

Exp. Date _____

Name on Card _____

Signature _____

NOTE: Full pre-payment guarantees your class reservation..

Fax form to: 713-267-5719

Mail form to: Trane Learning Center

Send completed form and Fax to Jean Doellman at 713-267-5729. Questions: 713.266.3900 or jdoellman@huntongroup.com

* Class for Trane dealers and contractors *only*. No cost.

** No tuition waiver for Comfort Specialists or Premier Dealers.

Not:e: See cancellation policy for everyone that registers for a class.

NOTE: Our 2008 schedule will be available in December! Or check @ www.huntongroup.com



Trane Learning Center

10555 Westpark Dr.
Houston, TX 77042

***New Classes Added
in Houston, for Fall 2007!!
SEE INSIDE!***