

## **NCDOT Chemically Stabilized Subgrade/Base Essentials**

Fee: \$100 for NCDOT Personnel; \$300 for CEI Personnel

PDH's: 5.0 hrs

NCDOT Competency Based Pay (GEO 155): 7 hrs

NCDOT Skill Based Pay (GEO 155): 7 hrs

Length: 7 hrs (includes Lunch and breaks)

**Goal:** To provide Quality Control knowledge and skills concerning chemical stabilization of subgrades and bases.

Based on specifications and years of experience, **Chemically Stabilized Subgrade/Base Essentials** provides a Technician with quality control knowledge in the areas of Cement, Lime, Cement Treated Base stabilization, and Full Depth Asphalt Pavement Reclamation. This full day class presents specifications and insights critical to a successful stabilization campaign.

We have moved the Class Registration to the NCDOT Online Training Website (North Carolina Learning Center). Eventually the whole process including payment will be done online, but for now there will be some conventional (non-computer) steps as well. An online version of the class should be operational by the end of 2015.

New Steps to register for Essentials Class online:

**Regular NCDOT State Personnel (It is best for the student himself/herself to log on to the Beacon Webpage and request the training; the Manager can also assign the students to request the training online):**

1. Log on to Beacon Webpage: <https://mybeacon.its.state.nc.us/irj/portal> .
2. Click on the "Learning" Tab in the upper left corner, and hit "Submit" on the next page. The "NC Learning Center" Webpage will come up.
3. Click on "Browse for Training"
4. Enter "Chem Stab" in the Search Window in the upper right corner.
5. Click on "**Chemically Stabilized Subgrade/Base Essentials**" link.
6. Request the Training; your request should be sent online to your Manager, who approves, then to your Unit Training Coordinator, who also approves.
7. Your Manager should send email to Daniel Popek ([dpopek@ncdot.gov](mailto:dpopek@ncdot.gov)) with your class choice, unit cost center, and list of attending students. Your unit will be billed to your cost center for your attending students.
8. Your students will need to take the online Pre Test within 14 days prior to the class date (you should receive an email with a link to do this). Another Post Test link will be emailed to the student 14 days after the class test. A Supervisor's online Evaluation will also be emailed to your Supervisor 6 months after the class.

**CEI Personnel (Check with your Company Training Coordinator):**

1. Log on to North Carolina Learning Center Webpage:  
<https://ncgov.csod.com/client/ncgov/default.aspx> .
2. Go to bottom of webpage and click on “Register – Click here to create account”
3. Fill out the online Registration Form, and be sure to use “DOH-XYZ” in the “DOT EE Code” Line; you will need to repeat this step for each student you wish to enroll. Make sure to write down and save the User Name and Password Information for each student you register. NOTE (VERY IMPORTANT): THE “DOH-XYZ” NEW REGISTRATIONS ARE UPDATED ON THE LEARNING CENTER SYSTEM ABOUT 10 PM EVERY DAY; YOU WILL NOT BE ABLE TO USE THE SYSTEM OR REGISTER STUDENTS THE FIRST DAY THAT YOU REGISTER. WAIT UNTIL THE NEXT MORNING TO BEGIN REGISTERING STUDENTS.
4. Log on with User Name and Password; the “NC Learning Center” Webpage will come up.
5. Make sure you are on the Home Page.
6. Enter “Chem Stab” in the SECOND Search Window from the top immediately below the “**Hello [Name], let’s get started**” Line; DO NOT use the upper right corner search window.
7. Click on “Chemically Stabilized Subgrade/Base Essentials” link.
8. Click on “Request” button for Class of your choice for each student (i.e. you will have to repeat the process for each online student account).
9. Send email to Daniel Popek ([dpopek@ncdot.gov](mailto:dpopek@ncdot.gov)) with your class choice and list of attending students. Send check for \$300 for each student to NCDOT Geotechnical Engineering Unit, 1589 Mail Service Center, Raleigh, North Carolina, 27699-1589.
10. Your students will need to take the online Pre Test within 14 days prior to the class date (you should receive an email with a link to do this). Another online Post Test email with link will be sent to each student 14 days after the class date. A Supervisor Evaluation will also be given online to your Supervisor 6 months after the class.