Course Syllabus

1. **General Information:**
   - Alpha-numeric codification: INME 4019
   - Course Title: Energy Auditing and Management
   - Number of credits: 3
   - Contact Period: Three hours of lecture per week

2. **Course Description:**
   - English: Fundamental concepts of energy engineering; principles and methods related to the use, conservation, auditing and management of energy sources.
   - Spanish: Conceptos fundamentales de la ingeniería de la energía; principios y métodos relacionados con el uso, conservación, auditoría y administración de las fuentes energéticas.

3. **Pre/Co-requisites and other requirements:**
   - Pre-requisites: INME 4001 or INQU 4011

4. **Course Objectives:**
   - After successful completion of this class, students will be able to:
     - Explain energy accounting methods
     - Identify required instruments to conduct energy audits
     - Explain economic aspects of energy audits
     - Carry out heating, ventilating and air conditioning audits
     - Carry out building system energy audits
     - Carry out electrical systems energy audits
     - Carry out utility energy audits
     - Generate energy conservation plans for buildings and facilities

5. **Instructional Strategies:**
   - Conference
   - Discussion
   - Computation
   - Laboratory
   - Seminar with formal presentation
   - Seminar without formal presentation
   - Workshop
   - Art workshop
   - Practice
   - Trip
   - Thesis
   - Special problems
   - Tutoring
   - Research
   - Other, please specify:

6. **Minimum or Required Resources Available:**
   - The use of software to conduct energy audits will be demonstrated. Demonstrations of concepts may require the visits to industries outside Campus.

7. **Course time frame and thematic outline**

<table>
<thead>
<tr>
<th>General Topics</th>
<th>Contact Hours</th>
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<tbody>
<tr>
<td>Energy Accounting and Analysis</td>
<td>5</td>
</tr>
<tr>
<td>Survey of Required Instrumentation</td>
<td>4</td>
</tr>
</tbody>
</table>
Energy Economic Decision Making 4
The Heating, Ventilation and Air-Conditioning Audit 4
The Building System Energy Audit 4
The Utility Energy Audit 4
The Electrical System Energy Audit 4
Maintenance and Energy Audits 4
Case Studies 4
Computer Software for Energy Audits 5
Test 3
Total hours: (equivalent to contact period) 45

8. Grading System

☐ Quantifiable (letters) ☐ Not Quantifiable

9. Evaluation Strategies

<table>
<thead>
<tr>
<th></th>
<th>Quantity</th>
<th>Percent *</th>
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<tbody>
<tr>
<td>☒ Exams</td>
<td>2-3</td>
<td>50-75</td>
</tr>
<tr>
<td>☒ Final Exam **</td>
<td>1</td>
<td>0-25</td>
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<tr>
<td>☒ Short Quizzes</td>
<td>0-3</td>
<td>0-10</td>
</tr>
<tr>
<td>☒ Oral Reports</td>
<td>0-4</td>
<td>0-25</td>
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<td>☐ Monographies</td>
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<td>☐ Portfolio</td>
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<tr>
<td>☐ Projects</td>
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<td>0-50</td>
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<tr>
<td>☐ Journals</td>
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<tr>
<td>☒ Other, specify: Homework</td>
<td>0-5</td>
<td>0-25</td>
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</tbody>
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TOTAL: 100%

* All evaluation strategies will add to 100%
** In design courses a capstone project may replace the final exam.

10. Bibliography:

**Textbook:**

**These books are key classic references and remain as the top books for the subjects covered in the course and there are no up-to-date textbooks to substitute these books.

11. Law 51: The Comprehensive Educational Services Act for People with Disabilities:
States that after identifying with the instructor and the institution, the student with disabilities will receive reasonable accommodation in their courses and evaluations. For more information, contact the Department of Counseling and Psychological services at the Office of the Dean of Students (Office DE 21) or call 787-265-3864 or 787-832-4040 x 3772, 2040 and 3864.

12. Academic Integrity
The University of Puerto Rico promotes the highest standards of academic and scientific integrity. Article 6.2 of the UPR Students General Bylaws (Board of Trustees Certification 13, 2009-2010) states that academic dishonesty includes, but is not limited to: fraudulent actions; obtaining grades or academic degrees by false or fraudulent simulations; copying the whole or part of the academic work of another person; plagiarizing totally or partially the work of another person; copying all or part of another person answers to the questions of an oral or written exam.
by taking or getting someone else to take the exam on his/her behalf; as well as enabling and facilitating another person to perform the aforementioned behavior. Any of these behaviors will be subject to disciplinary action in accordance with the disciplinary procedure laid down in the UPR Students General Bylaws.

13. Certification 06-43 of the Academic Senate
"The academic guidelines for offering online courses," defines: Traditional face-to-face courses are those that have less than 25% of the course's regular contact hours via the Internet. Therefore, a three-credit course will be considered "face to face" if, of the 45 hours of regular contact, 11 or less are taught via the Internet. According to certification 06-43 of the Academic Senate, a course may include up to 25% of its total contact hours via the Internet. The objective of this is so that all professors have this alternative in the case of any unscheduled eventuality.

14. Sexual Harassment: Certification 130-2014-2015 states:
Sexual harassment in the workplace and in the study environment is an illegal and discriminatory act and is against the best interests of the University of Puerto Rico. All persons who understand they have been subject to acts of sexual harassment at the University of Puerto Rico may file a complaint and request that the institution investigate, where necessary, and assume the corresponding action by the university authorities. If the complainant is a student, he or she must refer his or her complaint to the Office of the Student Ombudsperson or that of the Dean of Students.

Revised: February, 2019