# 135: Navigating AGMA's Gear Industry Standards

**INSTRUCTOR:**
**Lance Brown**
Email: brown@motionpower.org

## COURSE INFORMATION

**Course Description**
This is a practitioner's guide to selecting and applying the right standard or information sheet. This two-hour course gives gear industry professionals a practical foundation for navigating the standards and information sheets published by AGMA, and their associated ANSI and ISO documents. Rather than treating the standards library as a fixed reference shelf, the course walks through how these organizations relate to one another, how documents are developed and kept current, and who maintains them. The centerpiece of the course is a decision framework for choosing the correct standard or information sheet for a given design, analysis, or review — helping participants avoid the common and costly mistake of citing the wrong, outdated, or misapplied document.

**Who Should Attend**
Gear design engineers, manufacturing and quality engineers, and technical managers who reference AGMA, ANSI, or ISO documents in their work but have limited exposure to how the standards system itself is organized, maintained, and governed.

**Learning Objectives**
- Distinguish the roles of AGMA, ANSI, and ISO and how a document moves between them
- Explain how AGMA and ISO documents are developed, reviewed, reaffirmed, revised, or withdrawn
- Identify the AGMA Technical Committees and ISO/TC 60 working groups behind key documents
- Differentiate an AGMA Standard from an Information Sheet, and their ISO counterparts (ISO Standard, ISO/TS, ISO/TR)
- Apply a decision framework to select the correct standard or information sheet for a design, analysis, or review task

**Required Textbook and Resources**
Textbook will be provided by MPMA
A quick-reference resource list (MPMA store, ISO catalog, ANSI portal) and a takeaway decision-framework job aid are provided at the close of the course.

## COURSE OUTLINE

1. Welcome & Learning Objectives
2. The Standards Landscape: Who's Who
3. Document Lifecycle & Maintenance
4. Technical Committees & Working Groups
5. Standard vs. Information Sheet (and ISO Counterparts)
6. Choosing the Right Document: A Decision Framework (35–40 min)
7. Wrap-Up, Resources & Q&A

## STUDENT FEEDBACK AND GRADING PROCEDURES

**Assignments**
There will be a short self-graded quiz at the end to show knowledge transfer.

## COURSE MANAGEMENT

**Weather Delays and Cancelations**
We will communicate any cancellations, delays or other concerns for safety prior to class via email, voicemail, and/or text message. Please be sure that we have all pertinent contact information as you travel to your class location.

**Attendance for Domestic and International Students**
Please be mindful that these are short, accelerated courses. Attendance is extremely important. If you are going to be absent from any class day, please contact the course coordinator.

**Plagiarism, Cheating and other types of Misconduct**
Plagiarism[1], cheating and other types of misconduct are unacceptable.

**Students with Disabilities**
Students requiring assistance and accommodation should complete the Special Accommodation Request form and submit it to our Education inbox at education@motionpower.org. Or we can be reached by calling 703-684-0211.

**Grievance Procedures**
Students who have concerns about the class are encouraged to contact any Education Department staff at education@motionpower.org or by calling 703-684-0211.

**Outline Changes**
The instructor reserves the right to modify the outline during the course of the class.

## LEARNING AND OTHER RESOURCES

**Links for writing resources:**

- grammar.ccc.commnet.edu/grammar
- www.merriam-webster.com

**Links for Math resources:**

- www.sosmath.com
- Khan Academy on www.youtube.com

**Links for time management, study skills and note taking resources:**

- www.mindtools.com
- www.testakingtips.com

**Links for career resources:**

- https://www.agma.org/newsroom/jobs/

1 Plagiarism is defined as "the use or close imitation of the language and thoughts of another author and the representation of them as one's own original work."

**Industry News:**

- https://www.agma.org/newsroom/industry-news/