



Top 10 List

Supplement for New Hires and Office Staff

This collection of resources was gathered as a starting place for our MCAA Student Chapter Members, but is a **smart place to start for any intern, new hire or staff member new to the mechanical contracting industry.**

The majority of the following items can be found in the [MCAA Resource Center](#). MCAA members have access to the full library by simply setting up an MCAA login that utilizes an email corresponding to the company domain.

- 1 **What is Mechanical Contracting Video**
- 2 **101 Trainings**
HVACR 101 - 10 Webbook Modules
Plumbing Service 101 - 5 Webbook Modules
[Select Resources & Search Keyword “101”](#)
- 3 **Flowcharts**
Successful Project Management Flowchart
Successful VDC Management Flowchart
[Search Keyword “Flowchart”](#)
- 4 **Safety & Health Resources**
700+ videos, guides, manuals, quizzes, recorded webinars, model safety programs, and toolbox talks.
- 5 **Management Methods Bulletins**
Detailed and curated deep dives into a variety of topics related to mechanical contracting.



6 WebLEM

The industry's most reliable, authoritative resource for comprehensive labor units for typical projects.

7 Change Orders, Productivity, Overtime – A Primer for the Construction Industry

Planning tool to help determine the costs associated with unplanned events, circumstances and factors that may impact the outcome, productivity and schedule of construction projects.

8 Tool & Equipment Rental Guide

Robust guide to equipment recovery costs for mechanical, electrical, line and other construction contractors.

9

Manufacturer/Supplier Training

A collection of various training videos offered by MCAA's Manufacturer/Supplier partners.

Also check out these additional Manufacturer/Supplier resources:

- **Virtual Trade Show** – Highlights links to new products, service or solutions
- **Buyer's Guide** – detailed descriptions and contacts for M/SC Members
- **Smart Solutions** – Case studies helping contractors save money and enhance productivity

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Events Calendar

Learn, explore and dive deeper into all things mechanical contracting by attending events and conferences.

BONUS: MCAA's National Staff Directory

Have a question, but don't know who to contact? Check out our listing of staff emails and phone numbers.

Website

mcaa.org

Job Board

mcaa.org/great-futures/

University Listing

mcaa.org/great-futures-universities/

LinkedIn

@mcaanews