

COURSE SYLLABUS

AUMT 2328 (3:1:8)

AUTOMOTIVE SERVICE

Automotive Service Technology

Industrial Technology Department

Technical Education Division

Levelland Campus

SOUTH PLAINS COLLEGE

SCANS COMPETENCIES

- C-1 TIME--Selects goal--relevant activities, ranks them, allocates time, and prepares and follows schedules.
- C-2 MONEY--Uses or prepares budgets, makes forecasts, keeps records, and makes adjustments to meet objectives
- C-3 MATERIALS & FACILITIES--Acquires, stores, allocates, and uses materials or space efficiently.
- C-4 HUMAN RESOURCES--Assesses skills and distributes work accordingly, evaluates performances and provides feedback.
- INFORMATION--Acquires and Uses Information
- C-5 Acquires and evaluates information.
- C-6 Organizes and maintains information.
- C-7 Interprets and communicates information.
- C-8 Uses computers to Process information.
- INTERPERSONAL--Works With Others
- C-9 Participates as members of a team and contributes to group effort.
- C-10 Teaches others new skills.
- C-11 Serves clients/customers--works to satisfy customer's expectations.
- C-12 Exercises leadership--communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.
- C-13 Negotiates--Works toward agreements involving exchanges of resources resolves divergent interests.
- C-14 Works with Diversity--Works well with men and women from diverse backgrounds.
- SYSTEMS--Understands Complex Interrelationships
- C-15 Understands Systems--Knows how social, organizational, and technological systems work and operates effectively with them
- C-16 Monitors and Correct Performance--Distinguishes trends, predicts impacts on system operations, diagnoses systems' performance and corrects malfunctions.
- C-17 Improves or Designs Systems--Suggests modifications to existing systems and develops new or alternative systems to improve performance.
- TECHNOLOGY--Works with a variety of technologies
- C-18 Selects Technology--Chooses procedures, tools, or equipment including computers and related technologies.
- C-19 Applies Technology to Task--Understands overall intent and proper procedures for setup and operation of equipment.
- C-20 Maintains and Troubleshoots Equipment--Prevents, identifies, or solves problems with equipment, including computers and other technologies.

FOUNDATION SKILLS

- BASIC SKILLS--Reads, writes, performs arithmetic and mathematical operations, listens and speaks
- F-1 Reading--locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.
- F-2 Writing--Communicates thoughts, ideas, information and messages in writing, and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.
- F-3 Arithmetic--Performs basic computations; uses basic numerical concepts such as whole numbers, etc.
- F-4 Mathematics--Approaches practical problems by choosing appropriately from a variety of mathematical techniques.
- F-5 Listening--Receives, attends to, interprets, and responds to verbal messages and other cues.
- F-6 Speaking--Organizes ideas and communicates orally.
- THINKING SKILLS--Thinks creatively, makes decisions, solves problems, visualizes, and knows how to learn and reason
- F-7 Creative Thinking--Generates new ideas.
- F-8 Decision-Making--Specifies goals and constraints, generates alternatives, considers risks, and evaluates and chooses best alternative.
- F-9 Problem Solving--Recognizes problems and devises and implements plan of action.
- F-10 Seeing Things in the Mind's Eye--Organizes and processes symbols, pictures, graphs, objects, and other information.
- F-11 Knowing How to Learn--Uses efficient learning techniques to acquire and apply new knowledge and skills.
- F-12 Reasoning--Discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.
- PERSONAL QUALITIES--Displays responsibility, self-esteem, sociability, self-management, integrity and honesty
- F-13 Responsibility--Exerts a high level of effort and preservers towards goal attainment.
- F-14 Self-Esteem--Believes in own self-worth and maintains a positive view of self.
- F-15 Sociability--Demonstrates understanding, friendliness, adaptability, empathy, and politeness in-group settings.
- F-16 Self-Management--Assesses self accurately, sets personal goals, monitors progress, and exhibits self-control.
- F-17 Integrity/Honesty--Chooses ethical courses of action.

COURSE SYLLABUS

COURSE TITLE: AUTOMOTIVE SERVICE AUMT 2328 (3:1:8)

INSTRUCTOR: Michael Reimer

OFFICE LOCATION AND PHONE/E-MAIL: Auto \ Diesel Building- office #202
(806) 894-9611 ext. 2295 mreimer@southplainscollege.edu

OFFICE HOURS: To be posted after 2nd week of class.

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

I. GENERAL COURSE INFORMATION:

Course Description Mastery of automotive vehicle service and component systems repair. Emphasis on mastering current automotive competencies covered in related courses. May be taught manufacturer specific.

- A. **Course Learning Outcomes:** Students will demonstrate a mastery level of automotive shop safety, tool and equipment usage, handling hazardous materials properly, and related vehicle system service diagnosis and repair.
- B. **Course Competencies:** Upon completion of this course the student must demonstrate the following competencies:
- Use manufacturer service manuals and specifications to properly diagnose and repair related vehicle systems.
 - Diagnose and repair anti-lock brake systems.
 - Perform all types of alignments within the flat rate time.
 - Diagnose and repair electronic A/C systems.
 - Diagnose and repair drivability concerns including emission systems.
 - Diagnose and repair engine concerns including oil leaks and noises.
 - Diagnose and repair 4 wheel drive systems
 - Diagnose and repair electronic shift automatic transmissions.
 - Use lab scopes to determine electrical failures including engine data sensors.
 - Diagnose and repair module communications on vehicles including Hybrid.
- D. **Academic Integrity:** See current college catalog for policy.
- E. **SCANS and Foundation Skills:** C-1 through C-20 and F-1 through F-17 See back of cover page
- F. **Verification of Workplace Competencies:** Capstone experience is offered as a comprehensive written, oral, or hands-on exit exam during the last course of the program.

II. SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS:

A. Textbook and Other Materials:

1. **Automotive Technology. Principles, Diagnosis, and Service.** 5th Edition. By James D. Halderman. (with online curriculum)
2. Pen and 8 1/2" x 11" Notebook for note taking and assignments
3. Safety Glasses and Hearing Protection sufficient enough for course length.
4. Students are required to possess a basic tool set for the program by the 12th class day.

B. Attendance Policy: Please refer to college catalog page 19.

Class Attendance Policy: Students are expected to attend all classes in order to be successful in a course. When absences become excessive, and you have a failing grade average at the time of the excessive absence, you may be administratively dropped from the course and any concurrent courses, without notice. Any combination of absences or tardies that equals 4 or more is considered excessive. There are no excused absences.

Excessive absences cause you to miss key points of a class and show you are not reliable/dependable for employment. Two (2) tardies will count as one absence. Leaving class without notifying your instructor is considered an absence, regardless of the time you left.

C. Assignment Policy: Class assignments and/or homework may be given at the instructor's discretion. Homework and other assignments are due at the beginning of class unless otherwise instructed. Late work will not be accepted. Students are expected to complete all assignments. When assigned to a lab competency, the student is expected to stay with the project until completion.

D. Grading Policy/Procedure and/or methods of evaluation: There are three categories taken into consideration when computing the final semester grades.

The percentages below will be calculated based on points given for completion of the following objectives:

1. Class Participation / Homework Assignments: 25 %
2. Skills objectives: 50%
3. Knowledge Objectives: 25%

Clean-up will be part of skills objectives grade. You will be expected to maintain a clean and safe work area at all times. A complete lab area cleanup will be performed at the end of the semester. Attendance will be mandatory for cleanup in order to be admitted to final exams.

There are four levels of attainable grades in the Automotive Service Technology program. This grading policy follows industry standards used in ASE certification testing. The levels are:

- A (90 and above)
- B (80 to 89)
- C (70 to 79)
- F (69 and below)

It is the responsibility of the student to arrive on time to any and all scheduled test that will be given throughout the semester. Any student arriving late will not be permitted to take the exam.

- E. **Special Requirements:** The student must pass a series of comprehensive exit exams related to the main competencies covered in the automotive courses. The exams shall be administered during the last semester of the program.
Safety Exam: The student must pass a safety exam with a score of 100 to continue lab assignments. At the end of the semester students will have the opportunity to take a Student ASE exam. Students must be in good standing with a 70 average or above to take the exam.
- F **Behavior:** The student is expected to follow all of the rules and regulations of the program, provided to you the first week of class, and posted in the classroom and lab area. Students who are deemed by their instructor to be disruptive, disrespectful, and/or otherwise detrimental to the class may be dropped from all automotive courses in which you are enrolled for the semester. A separate document outlining Classroom and Lab Area rules is provided the first week of class. This document must be signed by each student before he/she is allowed in the lab.

HAZARDOUS MATERIALS

Students will come in contact with chemicals and other materials, which come under the "HAZARDOUS MATERIALS" classification as defined by Title 83, Article 5182b of the Hazard Communication Act. Material Safety Data Sheets (MSDS) information will be posted outside of office number 1. Warning signs are posted throughout the Auto/Diesel building and all appropriate personal protective equipment will be provided, which the student must use. Safety information will be given and demonstrated in class before safety quizzes and test.

III. COURSE OUTLINE:

This is a list of items that may be covered:

- Demonstrate industry standard safety procedures while servicing and repairing anti-lock brake systems.
- Diagnose and repair anti-lock brake systems.
- Demonstrate proper alignment procedures.
- Use manufacturer service manuals and specifications along with industry standard tools and equipment to perform the above tasks.

- Demonstrate industry standard safety procedures while servicing and repairing electronic heating and A/C and electrical systems.
- Diagnose and repair electronic heating and A/C systems.
- Diagnose and repair electrical/electronic systems using lab scopes.
- Use manufacturer service manuals and specifications along with industry standard tools and equipment to perform the above tasks.
- Demonstrate industry standard safety procedures while servicing and repairing engines, computer and emission systems.
- Diagnose and repair engine oil leaks and noises.
- Diagnose and repair drivability concerns on OBD II vehicles.
- Use manufacturer service manuals and specifications along with industry standard tools and equipment to perform the above tasks.
- Demonstrate industry standard safety procedures while servicing and repairing 4-wheel drive and electronic automatic transmission systems.
- Diagnose and repair 4-wheel drive systems including transfer cases and AWD.
- Diagnose and repair electronic automatic transmissions.
Use manufacturer service manuals and specifications along with industry standard tools and equipment to perform the above tasks.
- Diagnose and repair module communications (Hybrid).
- Demonstrate correct safety procedures on Hybrid vehicles.

IV. ACCOMMODATIONS:

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) & Lubbock Center 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College -1401 College Avenue, Box 5, Levelland, TX 79336, 806-894-9611

1. See “Equal opportunity” statement in the South Plains College catalog.
2. See “Special Services” statement in the South Plains College catalog.
3. Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about

the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Campus Concealed Carry syllabus statement:

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

(http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php)

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Crystal Gilster, Director of Health and Wellness at 806-716-2362 or email cgilster@southplainscollege.edu for assistance.

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