

Wenatchee Valley Technical Skills Center SYLLABUS

Automotive Technology

CONTACT INFORMATION:

Albino Luna

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327 E.Penny RD

Building C

Wenatchee, WA 98801

509-662-8827

COURSE MATERIALS:

3 inch Three-ring binder (provided), pencil or pen and paper.

OSHA Approved safety glasses.

Clothing (a work polo will be provided) attire that needs to be cleaned on a regular basis, work pants and Oil & water resistant leather type shoe/boot.

COURSE DESCRIPTION: The Automotive Technology Area: MLR. (Automotive Maintenance and Light Repair) struction into the basic automobile systems and many exciting automobile related businesses are the objectives of this program. Students will study the entry level areas, A0 Safety, MLR Maintenance, A2 Automatic/Transaxle, A4 Brakes, A5 Susp/Stg, A6 Electrical/Elec.Systems, A7 HVAC, A8 Engine Perf of vehicle systems. Program completers may earn industry certification by A.S.E. in M.L.R. (Maintenance and Light Repair), by successfully writing the G1 exam. Tech Prep college credit is available for program completers through Wenatchee Valley College. A "B" or better grade must be maintained to earn college credit competencies.

COURSE POLICIES: Students are required to be to class on time and be ready to work on Scheduled class or shop activity. Any missed assignments and attendance you will need to meet with the instructor

COURSE REQUIREMENTS:

Attendance Policy

1. Students will be expected to call or notify WVTSC if they will be absent from their class. The skills center phone number is 509-662-8827.

The telephone operates 24 hours a day and enables students and/or their parents/guardians to leave voicemail messages for their instructor.

If students choose to attend any activities associated with their home high school, their attendance will not be negatively impacted if they notify their NCTechnical Skills Center instructor in advance. Instructors will maintain daily accurate records of excused and unexcused absences, Unexcused absences will be recorded when the student and/or parent/guardian fail(s) to contact the instructor prior to the absence. Instructors will identify a student as excused or unexcused when the student is not in class. An unexcused absence indicates the teacher had no communication from the student or parent/guardian.

Three unexcused tardies equal one unexcused absence. Three unexcused absences per quarter results in a drop of one full letter grade.

Weekly records of unexcused absences will be shared with the attendance offices of the home high schools. Students missing a class or leaving a class early due to a home high school activity must complete the Home School Activity Request form (with signatures) and submit before the activity takes place. Students will be held accountable for all work missed.

The WVTSC is responsible for you during the hours you are assigned to our campus. We must have parent/guardian permission for you to leave campus earlier than the scheduled time. A written note or phone call with a parent/guardian is required before you will be granted permission to leave.

Absolutely **No Cell Phones**, Smart Watches, Ipad, Tablets, Earbuds, Headphones, usage will be tolerated, without the permission of the instructor, during class hours. **All Safety Precautions must be followed, we have a zero tolerance rule for safety infractions, horseplay or improper use of equipment.**

GRADING, CREDITS AND EVALUATION: Skills Center grades are assigned at six or nine-week intervals to coincide with the semester system or calendar used in the home high schools, Grades will be forwarded to each home high school based on dates identified in the Skills Center reporting schedule. Students will receive 1.5 to 4 credits (540 hours); depending on which school you originate, for each successfully completed program at the Skills Center,

Grading Criteria: Letter Description

A- Excellent - Consistently meets standards, requires minimal direction and supervision, and makes significant contributions beyond classroom activities.

B- Quality - Meets or exceeds standards, requires limited direction and supervision, Makes contributions beyond required classroom activities, completes all assigned work with occasional revisions.

C- Competent - Consistently meets minimum employment standards, requires average degree of supervision, and satisfactorily contributes to required classroom activities. Completes all assigned work at acceptable employment standards.

D- Passing

F- Fail

NC No Credit Not enough competencies completed to receive credit. If a student owes the instructor time and makeup work, a No Credit "NC" grade will be awarded at the end of a progress/final-grading period. The student has ten (10) school days following the end of the semester to make up time and work; otherwise the No Credit grade may remain. In the case of NC due to absences for the professional grades, the student must appeal for credit reinstatement. A student enrolled more than 5 days, but not long enough for credit may be assigned an F grade.

Grades are earned by students successfully completing job competencies, hands-on tasks, knowledge, and attitudes required in business and industry that are related to individual program objectives.

1. Mastery and progress on job competencies will be accurately recorded and communicated to students.
2. Certificates of Competencies will be explained to students, and awarded to students successfully completing their training program.
3. The "need-to-know" fundamentals and attitudes will be included as a part of basic job competencies.

ASSIGNMENTS/RESPONSIBILITIES: Students will learn to perform and schedule their personal class and shop assignments to work within the time provided during the school day.

COURSE OBJECTIVES:

The Skills Center Administration requires that "approved written objectives of each course" be given to each student at the beginning of the semester.

COURSE CONTENT AND OUTLINE: This course introduces and gives a foundation of the automotive repair industry to the students. The students enrolled in this program will be introduced to: safety practices, vehicle systems and industry repair procedures, hand and power tools use, and contests in both leadership and skills. Basic math, reading, and writing skills are very helpful for completion of this course.

A0 Safety/Pollution Training

Program Objectives At the completion of Safety/Pollution instruction the learner will:

Understand the causes, treatment, and prevention of eye, hand, and back injuries. Know the 4 different types of fires and how to prevent and fight them. Understand the use of various types of automotive power tools and lifting equipment and their safe usage. Understand the safe operation of a vehicle and the need for a clean driving record. Know the dangers of blood borne pathogens and the proper cleanup process. Understand the causes of and prevention of workplace anger and harassment. " Have a basic knowledge of pH, toxicity, reactivity, flammability, corrosivity, and radioactivity and the use of MSDS and how to apply it to their use of chemicals. Understands waste stream and their responsibility for proper handling, usage, storage, and disposal of lubricants, cleaners, antifreeze, batteries, tires, and other automotive wastes. Have a simple understanding of the need for/reasons why automotive refrigerants are reclaimed and recycled. Explore the history of the automotive trade and its economic effects worldwide.

Assessment Learner will be assessed via on-line testing and scoring. A certificate will be provided for their records.

- Applied Academics History; automotive overview Economics: automotive overview Chemistry: safety areas and pollution prevention Reading: web-based study guide Writing: explanation of work, written notes.
- Art; illustrations in notes.

Automotive Maintenance and Light Repair

MLR Program Objective:

The objective of the MLR curriculum is to prepare the student to be able to enter the automotive career. He or she will have experienced theory and hands-on tasks related to all eight areas of the automobile. Today's automotive students face a challenging career, the technological advances taking place with modern cars and trucks are vast. Symptoms unheard of less than 10 years ago, are now common on many vehicles. The rate of adoption of new technology can only be expected to increase as consumer expectations change and technology becomes more affordable. The theme of the MLR curriculum is to help the student to become a lifelong learner, to learn how to find information and apply it productively. Also, part of the MLR theme, is the inclusion of developing the "soft skills", such as communication, which in the modern workplace, are as important as technical skills.

Assessment Learner will be assessed via lesson and unit reviews, written job sheets describing their practical work, and written and practical final exams.

Applied Academics Math:

- Geometry: use of torque wrenches and torque-to-yield bolts Chemistry: use of sealing chemicals and oil chemistry
- Reading: use of highly technical service manuals and scan tool information Writing: explanation of work, written notes Art: illustrations in notes.

ACADEMIC PERFORMANCE STANDARDS

Positive experiences and high expectations should pervade the entire Skills Center environment.

1. Staff members will first and foremost demonstrate a positive attitude and role model for students.
2. Staff and students will set high expectations for themselves and others while seeking ways to achieve them.
3. Objectives, learning activities, and evaluations will all be developed and implemented in the affirmative to facilitate positive direction and success.
4. In the event that the instructor is gone during a scheduled school day, we will have a substitute teacher. Due to the nature of our hands-on activities, students will not be permitted to work in the shop area for safety and liability issues. Students will be given other activities that are done through online and/or program textbooks and papers. Students may request to leave to work on these items at home, this is a decision that needs to be made by the parent or guardian. To do so, please call into the front office and excuse your student.

AMERICANS WITH DISABILITIES ACT: Students with disabilities needing academic accommodation should: (1) register with and provide documentation to the Student Disability Resource Center; (2) bring a letter to the instructor indicating the need for accommodation and what type. This should be done during the first week of class. For more information about services available to Skills Center students with disabilities, contact the Skills Center Student Services Secretary.

Non-Discrimination Statement The North Central Technical Skills Center does not discriminate in employment or academic programs on the basis of national origin, race, color, religion, sex, marital status, or presence of sensory, physical, or mental handicaps. (In accordance with state and federal laws (RCW28. A.85, Title IV of the Civil Rights Act of 1964, Title IX of the 1972 Educational Amendment, and Section 504 of the Rehabilitation Act of 1973).

Inquiries regarding compliance and/or grievance procedures may be directed to: Wenatchee School District

Title IX/RCW 28A.640 Officer

SYLLABUS CHANGE POLICY:

This syllabus is a guide for the course and is subject to change with advanced notice.

Student Name (print) _____

Parent/Guardian Signature _____

Parent Contact number _____