

# AUTO 307: AUTOMOTIVE REPAIR FACILITY ORIENTATION

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**Originator**

dredman

**Co-Contributor(s)****Name(s)**

Anderson, Dorothy

**Justification / Rationale**

The Automotive Faculty are reviewing and/or updating this course to assure compliance with local, State, and Federal regulations; support consistency within the curriculum; practice relevance regarding automotive industry and community; and to make improvements that will strengthen the learning environment this course creates thus benefiting the learners.

**Effective Term**

Fall 2022

**Credit Status**

Noncredit

**Subject**

AUTO - Automotive Technology

**Course Number**

307

**Full Course Title**

Automotive Repair Facility Orientation

**Short Title**

AUTO FACILITY

**Discipline****Disciplines List**

Automotive Technology

**Modality**

Face-to-Face

**Catalog Description**

This course provides theory and hands-on experience of orientation procedures and required entry-level skills representative of someone newly hired by an automotive service facility. A uniform is required for this course.

**Schedule Description**

This course provides theory and hands-on experience of orientation procedures and required entry-level skills representative of someone newly hired by an automotive service facility. A uniform is required for this course. Prerequisite: AUTO 306 Advisory: AUTO 301

**Non-credit Hours**

18

**Lecture Units**

0

**Lab Units**

0

**In-class Hours**

9

**Out-of-class Hours**

9

**Total Course Units**

0

**Total Semester Hours**

18

**Override Description**

Noncredit override

**Prerequisite Course(s)**

AUTO 306

Advisory: AUTO 301

**Required Text and Other Instructional Materials****Resource Type**

Web/Other

**Year**

2020

**Description**

Service facility's orientation manual.

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**Class Size Maximum**

21

**Entrance Skills**

Identify major automotive components.

**Requisite Course Objectives**

AUTO 301-Identify major automotive components.

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**Entrance Skills**

Perform an engine oil and filter change.

**Requisite Course Objectives**

AUTO 306-Complete work order to include customer information, vehicle identifying. information, customer concern, related service history, cause, and correction.

AUTO 306-Locate and use paper and electronic information.

AUTO 306-Perform oil and filter change.

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**Course Content**

1. Service facility safety orientation.
2. Service facility repair information orientation.
3. Service facility repair order orientation.
4. Service facility web training.
5. Service facility policies and procedures.

**Course Objectives**

	Objectives
Objective 1	Comply with all service facility safety requirements.
Objective 2	Complete work order in accordance with service facility procedures.
Objective 3	Perform engine oil and filter change in accordance with service facility procedures.

Objective 4 Demonstrate navigation proficiency within an automotive industry web-training site.

Objective 5 Explain the importance of unique automotive franchise policies and procedures.

### Student Learning Outcomes

**Upon satisfactory completion of this course, students will be able to:**

Outcome 1 Practice engine oil and filter change in accordance with service facility procedures.

Outcome 2 Demonstrate ability to work with a team in given service facility environment while maintaining shop safety and professionalism.

Outcome 3 Select and complete one service facility new employee web course.

### Methods of Instruction

Method	Please provide a description or examples of how each instructional method will be used in this course.
Laboratory	Participate in engine oil and filter change.
Discussion	Participate in classroom discussions.
Demonstration, Repetition/Practice	Demonstrate ability to correctly perform a given task not limited to laboratory assignments, research projects, interactive role-play and group activities.
Technology-based instruction	Virtual Reality: Diagnostic test equipment, computer-based tools, and virtual reality scenarios.
Collaborative/Team	Work in a team setting while performing engine oil and filter change, researching information and group based activities.

### Methods of Evaluation

Method	Please provide a description or examples of how each evaluation method will be used in this course.	Type of Assignment
Tests/Quizzes/Examinations	Used to evaluate learners' knowledge and understanding of the information presented. Examples of these are not limited to quizzes, exams, presentations, research, or projects.	In and Out of Class
Group activity participation/observation	Learners will be observed activities in lab, group activities, information research, collaborative assignments, and other activities assigned.	In and Out of Class
Presentations/student demonstration observations	Learners may participate in role-play activities, reports, and possibly be required to do a visual presentation.	Out of Class Only
Laboratory projects	Learners will participate in lab-based activities to complete their ASE standards job sheets	In Class Only

### Assignments

#### Other In-class Assignments

1. Review service facility's orientation documentation.
2. Participation in discussion in engine oil and filter change in accordance with service facility's procedures.
3. Review of service facility web-based training modules.

#### Other Out-of-class Assignments

1. Readings from service facility's orientation documentation.
2. Homework from required text: multiple-choice questions, fill in the blank and essay questions to be graded each session.
3. Completion of any specific service facility safety training.
4. Assigned readings and written summaries from selected instructor handouts.
5. Written summaries and analysis of assigned websites.
6. Service facility web-based training modules.

### Grade Methods

Pass/No Pass Only

## MIS Course Data

**CIP Code**

47.0604 - Automobile/Automotive Mechanics Technology/Technician.

**TOP Code**

094800 - Automotive Technology

**SAM Code**

C - Clearly Occupational

**Basic Skills Status**

Not Basic Skills

**Prior College Level**

Not applicable

**Cooperative Work Experience**

Not a Coop Course

**Course Classification Status**

Other Non-credit Enhanced Funding

**Approved Special Class**

Not special class

**Noncredit Category**

Short-Term Vocational

**Funding Agency Category**

Not Applicable

**Program Status**

Program Applicable

**Transfer Status**

Not transferable

**General Education Status**

Y = Not applicable

**Support Course Status**

N = Course is not a support course

**Allow Audit**

No

**Repeatability**

Yes

**Repeatability Limit**

NC

**Repeat Type**

Noncredit

**Justification**

Noncredit courses are repeatable until students achieve the objectives and outcomes of the course.

**Materials Fee**

No

**Additional Fees?**

No

**Approvals****Curriculum Committee Approval Date**

03/27/2022

**Academic Senate Approval Date**

03/24/2022

**Board of Trustees Approval Date**

04/22/2022

**Chancellor's Office Approval Date**

7/05/2020

**Course Control Number**

CCC000618743

**Programs referencing this course**Automotive Oil Change Certificate of Completion (<http://catalog.collegeofthedesert.eduundefined/?key=325>)