

JEFFERSON COLLEGE

COURSE SYLLABUS

AUT100

AUTOMOTIVE SHOP SAFETY

1 Credit Hour

Prepared by: Gerard Uhls
Date: October 2008

Last Revised by: Gerard Uhls
Curriculum Committee Approval Date: October 16, 2017

Career and Technical Education
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AUT100 Automotive Shop Safety

I. CATALOGUE DESCRIPTION

A. Pre-requisite: WorkKeys scores of 4 in Applied Math, Workplace Documents/Reading for information, and Graphic Literacy/Locating Information OR Instructor Permission.

Co-requisite: Reading proficiency

B. 1 Credit Hour

C. Automotive Shop Safety will impart the knowledge necessary to work safely with automotive shop chemicals, basic hand tools and power tools. The student will learn how to properly raise a vehicle for service with a floor jack and how to safely lift a vehicle. This course will familiarize the student with the Occupational Safety and Health Administration (OSHA) and the Hazard Communications Standard (HCS) Material Safety Data Sheets (MSDS). (F)

II. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES

Demonstrate an understanding of general automotive shop safety	Student will view safety videos, successfully complete Safety & Pollution Prevention (S/P2) online curriculum and participate in classroom discussion.
Demonstrate an understanding of how to use basic hand tools and power tools on vehicles	Student will change oil and rotate tires on live vehicles.
Demonstrate an understanding of jack and lift safety	Student will raise a portion of the vehicle with a floor jack and properly set the jack stand. The student will also properly spot a vehicle in the automotive shop and lift a vehicle according to the American Lift Institute (ALI).
Demonstrate an understanding of automotive shop power tools to include electric tools and air powered tools	After completing appropriate S/P2 training module, student will demonstrate proper use of shop grinder, power washer, power drill and battery charger.

III. OUTLINE OF TOPICS

- A. Automotive Safety
 - 1. How to work safely in the automotive shop (S/P2 on-line curricula)
 - 2. OSHA and the Hazard Communication Standard (HCS)
 - 3. Material Safety Data Sheets (MSDS)
 - 4. Personal safety

- B. Working in the Automotive Shop
 - 1. How to use an electric drill
 - 2. How to operate a bench grinder
 - 3. How to use a parts washer
 - 4. How to set up and use a battery charger
 - 5. How to select and use the proper hand tools

- C. Jacking and Lifting a Vehicle
 - 1. How to jack a vehicle and properly use safety stands
 - 2. How to drive in a bay area, set the automotive lift, and properly raise a vehicle

IV. METHOD(S) OF INSTRUCTION

- A. Lectures and S/P2 on-line curricula
- B. Lab Exercises
- C. Classroom Discussions
- D. Group Activities

V. REQUIRED TEXTBOOK(S)

On-line Reference Material

VI. REQUIRED MATERIALS

- A. Jefferson College Automotive Technology Shirt
- B. Safety Glasses
- C. Shop Boots

VII. SUPPLEMENTAL REFERENCES

None

VIII. METHOD OF EVALUATION

- | | | |
|----|---|-----|
| A. | Hands-on Demonstration of Lifting a Vehicle | 25% |
| B. | Hands-on Demonstration of Jacking a Vehicle | 25% |
| C. | Final Exam | 50% |

IX. ADA AA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services (Technology Center 101; phone 636-481-3169).

X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook (see College website, <http://www.jeffco.edu>).

XI. ATTENDANCE STATEMENT

Regular and punctual attendance is expected of all students. Any one of these four options may result in the student being removed from the class and an administrative withdrawal being processed: (1) Student fails to begin class; (2) Student ceases participation for at least two consecutive weeks; (3) Student misses 15 percent or more of the coursework; and/or (4) Student misses 15 percent or more of the course as defined by the instructor. Students earn their financial aid by regularly attending and actively participating in their coursework. If a student does not actively participate, he/she may have to return financial aid funds. Consult the College Catalog or a Student Financial Services representative for more details.

XII. OUTSIDE OF CLASS ACADEMICALLY RELATED ACTIVITIES

The U.S. Department of Education mandates that students be made aware of expectations regarding coursework to be completed outside the classroom. Students are expected to spend substantial time outside of class meetings engaging in academically related activities such as reading, studying, and completing assignments. Specifically, time spent on academically related activities outside of class combined with time spent in class meetings is expected to be a minimum of 37.5 hours over the duration of the term for each credit hour.