

# COURSE SYLLABUS

## **AUTO-10 #59275 FALL 2014 Instructor: Mr. Garza**

Class meets: Mon.-Fri. 7:30am-1:20pm

Classroom: IND. 11

Office Hours: Mon. & Wed. 1:30- 2:30

Office: IND. 6

Tues. 2:00-3:00

Phone: (559) 638-3641 ext.3479

Shop 638-0372

E-mail: nino.garza@reedleycollege.edu

### **Course Description**

This course in concert with Auto11 will prepare the student with the knowledge and skills to perform diagnosis and repair of various automotive components and enter the automotive service industry at the advanced apprentice level. Subjects include: Safety, Ethics, Regulations, Engine Repair, Manual Transmissions, Clutches, Automatic Transmissions, and Electrical Systems. Tools and equipment are provided; however the student is expected to furnish a Digital Volt Ohm Meter (DVOM), personal safety items, and uniform shirts.

### **Course Outcomes**

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

- Diagnose, repair, and service automobiles and light trucks utilizing the logic and reasoning developed in class through hands-on experience.
- Apply safety procedures in a shop environment and follow hazardous waste handling procedures.
- Apply and demonstrate shop procedures from hands-on experience
- Perform electrical system repairs and service in accordance with accepted industry practices.

### **Course Objectives**

In the process of completing this course, students will:

- Learn to work safely in a shop environment
- Manage hazardous waste materials
- Develop an understanding of the Automotive Industry
- Identify and use tools and shop equipment
- Identify and use automotive measuring devices
- Analyze and identify electrical systems
- Diagnose and repair electrical systems

### **Required text**

**MUST HAVE REQUIRED TEXTBOOK BY START OF SECOND WEEK!!!**

Diagnosis and Troubleshooting of Automotive Electrical, Electronic, and Computer Systems, sixth edition, James D. Halderman.

## Grading

- |    |                    |     |
|----|--------------------|-----|
| 1. | Quizzes & Notebook | 34% |
| 2. | Exams              | 33% |
| 3. | Shop Work          | 33% |

TOTAL GRADE \_\_\_\_\_

### Grade Distribution

Grade	Percent
A	100-90%
B	89-80%
C	79-70%
D	69-60%
F	59.9% or less

## Attendance

Attendance is a key factor in your success as a college student. **If you are absent once in the first week or more than three times in the semester, you may be dropped.** You will be expected to attend all class meetings, to be **on time**, to **be prepared** and to be in class the **entire** class period. **You will be expected to take care of any personal needs such as going to the restroom, getting a drink of water, sharpen your pencil, ect; prior to the start** of class. **This is considered disruptive behavior and student will be asked to leave and marked absent for the day.** Attendance will be taken each day.

- a. **Three** absences allowed per semester for all instructors.
- b. **Three** tardies equal **one** absence. Please be on time.
- c. **Three** early-outs equal **one** absence. Please make appointments after class.
  1. A **student must be in class for at least 3 hours for an early-out**, if not, it will be charged as an absence.
  2. The drop date without credit deadline is the ninth week of instruction **Friday, October 10<sup>th</sup>** (a letter grade is issued after this date). The student will be evaluated by quizzes, exams, shop work, notebook.
  3. Falling asleep in class and/or disruptive behavior **will not be tolerated. If student is asked to leave for such actions this will result in student being counted absent for the day.**
  4. Use of cell phones, iPods, BlackBerry, PDA, pagers, cameras, recorders, and laptops **during class and shop will not be allowed** (exception made at Instructor's discretion on a case-by-case basis). Please turn off all electronic devices prior to start of each class.
  5. **ALL STUDENTS MUST ATTEND (BTC) BEYOND THE CLASSROOM STUDY SESSIONS.**

## Classroom/Shop Department

1. **Each student is expected to respect the rights of other students and the instructor. Students who do not behave in a respectful manner will be dropped from the class. NO FOOD, CELLULAR PHONES OR PROFANITY AT ANY TIME!!!!**
2. Each student will be assigned a locker. Use it to store your materials.

3. **No backpacks allowed in classroom or shop.**
4. **Students who are not prepared or do not have the required materials** (safety glasses, DVOM, uniform, textbook, ect.) **will be asked to leave and marked absent for the day.**

### **Student Rights**

Students are encouraged to become familiar with the “Campus Policies” section of the Schedule of Courses. This material includes information regarding cheating and plagiarism, disruptive classroom behavior, and other instructional issues.

### **Assignments**

1. Students will follow lecture and reading schedule for reading assignments.
2. All homework will be turned in on the assigned date. **All late assignments will be penalized a minimum of 10% for each day late. Notebooks will not be accepted late.**
3. Electronic duplication from other students or sources is prohibited if not approved by instructor.
4. Copying, cheating of any kind will not be accepted. **Students found cheating will be dropped.**
5. Work will be grade on completeness, neatness, and effort. **I will not accept work on spiral bound notebook paper.**

### **Quizzes and Exams**

1. Make-up of quizzes.  
It is your responsibility to notify me **in advance** that you will be unable to take a quiz as scheduled.
  - a. It is the student’s responsibility to contact instructor.
  - b. Quizzes cannot be made up if:
    1. Reviewed in class
    2. Excuse for absence is unacceptable
    3. **Student is limited to one make-up per semester**
    4. The final exam may not be made-up
  - c. Make-up quiz will be arranged by the instructor.
  - d. There will be a **10% deduction** for make up quiz.
  - e. There will be a **10% deduction** for any quiz or exam that does not have student’s assigned grade number.
  - f. There will be **NO ADJUSTMENTS** made for electronic scoring where scantron has erase marks, smudges, wrinkles, ect.
  - g. There will be a **10% deduction** for scantrons that must be hand scored because of frayed, wrinkled scantron.

2. There will be two exams:
  - a. An Electrical exam at midterm
  - b. An Electrical final exam during finals week

### **Having Trouble?**

If at any time you are having trouble succeeding in this course, whether because of a change in your life circumstances or because of something you don't understand about the material- please see me. There are a number of services available to assist Reedley College students succeed in their coursework, and I would be happy to recommend one of these to you.

### **Accommodations for Students with Disabilities**

If you have a verified need for an academic accommodation or materials in alternate media (i.e. Brail, large print, electronic text, ect.) per the Americans with Disabilities Act (ADA) or section 504 of the Rehabilitation Act, please contact me as soon as possible.

### **Lecture and Lab Rotations**

(A) 5 one hour lectures Monday - Friday as outlined in daily schedule.

(B) Six 6 day lab rotations per group.

1. DMM use and Circuit Faults
2. Wiring Repair and Battery Testing
3. Cranking System Diagnosis and Service
4. Charging System Diagnosis and Service
5. Lighting, Instrument Gauges, Horn, Blower Motor Service
6. Airbag System, Comprehensive Electrical System Testing and Diagnosis

**This schedule and syllabus are subject to change at the discretion of the instructor- it is the responsibility of the student to check on announcements made during any absence.**

Dates to remember:

Deadline to drop without a grade, Fri. October 10th

California Automotive Teachers Conference, Fri. October 17th

Holidays      Labor Day, Mon. Sept. 1st  
Veterans Day, Tues. Nov. 11th  
Thanksgiving, Thur. and Fri. Nov. 27 and 28

### Class lecture and reading schedule

Week/s		Chapter/s
1	Orientation/WorkKeys Assessment	
2-4	Electrical Fundamentals DMM Testers Circuits and Ohm's Law Series/Parallel Circuits	3,4,5,6
4-6	Wire Repair Wiring Diagrams Batteries Battery Testing and Service	8,9,15,16
7-9	Capacitors, Magnetism Cranking System Cranking System Diagnosis and Service	10,11,17,18
9-11	Charging System Charging System Diagnosis and Service	19,20
12-14	Lighting and Signaling Circuits Driver Information Systems Horn, Blower Motor Circuits	21,22,23
14-17	Airbag and Pretensioner Circuits Electronic Fundamentals Computer Fundamentals Environmental and Hazardous Materials	25,12,13,2
18	<b><u>Finals Week</u></b> <b><u>Electrical Final Exam Monday, Dec. 8th</u></b>	

