

# **COURSE SYLLABUS**

## **AUTO 9 / Reedley College**

Instructor: Mr. Robb Kochevar

Phone: Contact instructor by email to arrange a phone call

E-mail: robb.kochevar@reedleycollege.edu

Office Hours; Due to this being an evening class there are no formal daytime office hours. You can contact the instructor with questions by email or you can arrange a phone call. I will also be in the classroom up to thirty minutes before class starts.

Class Meets: on Tuesdays & Thursdays nights from 6:00 PM to 9:00 PM

Start date: (October 13<sup>th</sup>, 2020) End date: (December 11<sup>th</sup>, 2020)

Course: AUTO ESSENTIALS (AUTOT-9)

Course Number: (55392)

Session: (Fall semester 2020)

Room number: Industrial 11 (in the main automotive building).

Basic Skills Advisories: Eligibility for English 125 and 126. (A, CSU)

Pre-requisite for: AUTO-10 and AUTO-11

Important Dates: Veterans Day November 11<sup>th</sup> / Thanksgiving November 26<sup>th</sup> & 27<sup>th</sup>

Student Expectations / Your Time Commitment:

It is the expectation of the Instructor that the student gains basic knowledge of the automobile and many of its basic service and repair procedures. Students will be taught information related to technical and safe work practices commonly used in automotive repair shop facilities. It is the student's responsibility to dedicate the time and effort to being successful in this class.

Course Description:

This course is an overview of the automobile and its basic components. General servicing procedures and basic troubleshooting are included as an introduction to the operating principles of the automobile. Students will be instructed by using PowerPoints, demonstration videos, textbook or E-book chapter material, general class conversations/discussions. There are Canvas assignments being threaded discussions, PowerPoint quizzes, learning module homework assignments, a Mid-Term Exam, and a Final Exam. There is no physical in shop lab exercises scheduled for this course.

Student Learning Outcomes & Course Objectives:

1. Demonstrate the safe use of automotive hand tools & shop service equipment.
2. Explain normal system operations & malfunction diagnostic strategies.
3. Identify and describe the tools and service equipment used for automotive service & repair.
4. Identify and discuss automotive systems and subsystems
5. Recommend repair methods and cost estimates for common automotive service and repairs.

Required Text:

A TEXTBOOK IS REQUIRED FOR THIS CLASS, YOU must obtain either the printed textbook or electronic E-book. It is YOUR obligation to have a textbook or E-book BEFORE THE FIRST NIGHT OF CLASS, this also applies to dual enrollment. A textbook or E-book is not provided for you.

Gilles, Tim AUTOMOTIVE SERVICE Inspection, Maintenance, Repair. 6<sup>th</sup> Ed. Delmar Cengage Learning 2019

ISBN-10: 1-337-79403-1

ISBN-13: 978-1-337-79403-9

Canvas Module Grades & Overall Grading Percentages:

Your learning module grades will be posted in Canvas as soon as they are determined. Your overall class grade will be posted in Web-Advisor after class ends and is calculated as a percentage of the total points you earn for completing the module assignments that contribute points towards your overall class grade.

TOTAL GRADE 100% Possible

Grade Distribution Percentage

A 90%

B 80%

C 70%

D 60%

F 59.9% or less

## Communication Policy:

This is a college level course; Communication is a required component and is your responsibility for communicating with the instructor and other students regarding your participation in this class. The student has the opportunity to also ask questions of the instructor or classmates during any of the class sessions, plus you can ask or respond to other students' questions on the class discussion forum. NO SOCIAL MEDIA and NO TEXT MESSAGES will be used to communicate in this course. There are many ways to communicate with the instructor and your classmates.

The instructor will communicate with the students using several of the preferred methods listed below.

1. Canvas announcements for group information which uses the SCCCD email.
2. Group discussions between Instructor & students during class sessions.
3. Email will be used for group or individual instructor to student or student to instructor communications.
4. The instructor can be available upon request for office hours up to thirty minutes before each class session.
5. Students can request the instructor call them by emailing the instructor.

For all Canvas class email communications, the students are required to use ONLY their SCCCD email. Not your personal email addresses because the SCCCD email is attached to your Canvas account. If you need help installing your SCCCD email on your phone or other device you should contact the Reedley College 24-hour student help desk at (1-844-887-2223).

The instructor will respond to student emails within 24 hours depending on the time of day or evening the email is received. If you have questions about this policy you can ask the instructor.

## Attendance & Drop Policy:

Your full participation in this class will be considered attendance and rollcall will be taken at the beginning of each class. Attendance will be one of the factors for you to successfully complete this course. If you are not participating in the class assignments and not communicating with the instructor, you will be dropped. Your full participation will be evaluated by:

1. If you know in advance that you will be absent from the Tuesday or Thursday night class you must pre-arrange with your instructor either in person or by email. For an unexpected absence the night of the class you must email your instructor no later than one hour before class starts. Communicate, do not just "no-show".
2. You must turn in all the class assignments, mid-term & final exam on or before the required Canvas due dates. Communicate, do not just miss an assignment.
3. The first Tuesday night orientation is MANDATORY where class policies, procedures and assignments are explained. Being a "No-Show" to the first night

of class could result in you being dropped unless you have contacted the instructor before the first night of class. If you have questions about this policy, you can email to ask the instructor before the first night of class.

#### Late Work Policy:

All the assignments of quizzes, homework, discussion threads, mid-term and final exam will follow the class Canvas module schedule and are required to be turned in on or before the due dates. It is the student's responsibility to make-arrangements with the instructor before the due dates for any late assignments. NOT after the assignment was due. If you have questions about this policy you can ask the instructor.

Listed below are the class assignment late penalties:

1. Without prior instructor approval all late PowerPoint quizzes, homework & threaded discussions not turned in by the due date will be closed in Canvas and not accessible by the student. Meaning you will miss out on the points towards your total class grade. Do not procrastinate, contact your instructor.
2. The mid-term and final exam must be turned in by the due date unless you have the instructor's approval for late submissions. Without instructor approval the mid-term and final exam will be closed in Canvas and not accessible by the student. Meaning you will miss out on those points towards your total class grade. Do not procrastinate, contact your instructor.

#### Quiz Schedule:

The PowerPoint quizzes will be completed in Canvas on or before the required due dates. The quiz topics will be listed in the weekly modules along with being discussed during the PowerPoints during the lectures prior to the quiz due dates.

#### Homework, Threaded Discussion, Mid-Term & Final Exam:

These Assignments will be completed in Canvas on or before the assigned due dates. The study materials are covered in the weekly modules and chapter readings along with being discussed during the class lectures prior to the due date.

#### Course Title: Auto-9 / Automotive Essentials (9-weeks)

The required assignments will follow the weekly class calendar & module schedule.

The student is responsible for reading or viewing the learning module study materials prior to the class meeting. This will prepare students for the topics to be covered during each class lecture and allow the student to have questions ready to ask during class.

Additionally, some of the textbook chapters are not covered due to our limited class time of only 9 weeks.

Students are encouraged to read the textbook or e-book chapters not covered during the class. Especially, if you are continuing on to Auto-10 & Auto-11.

Week 1 / Tuesday: Welcome to Class & Explanation of the Syllabus

Week 1 / Thursday: Ch 3 Shop Safety, Ch 13/14 Vehicle Maintenance

Week 2 / Tuesday: Ch 15 Engine Intro, Ch 16 Engine Classifications

Week 2 / Thursday: Ch 12 Engine Lubrication, Ch 20 Cooling

Week 3 / Tuesday: Ch 6 Measurement instruments

Week 3 / Thursday: Ch 25 Basic Electrical, Ch 26 Batteries

Week 4 / Tuesday: Ch 28 Starting, Ch 30 Charging

Week 4 / Thursday: Ch 37 Ignition Systems, Review for Mid Term

Week:4 / Mid-Term Available

Week 5 / Tuesday: Ch 39 Fuels, Ch 40 Fuel Systems

Week 5 / Thursday: Ch 42 Intake and Exhaust, Ch 43 Emissions

Week 6 / Tuesday: Ch 71 Manual Trans, Ch 73 Auto Trans, Ch 75 Driveline

Week 6 / Thursday: Ch 63 Suspension, Ch 65 Steering

Week 7 / Tuesday: Ch 61 Tires, Ch 67 Alignment

Week 7 / Thursday: Ch 57 Brakes, 59 ABS Traction/Stability

Week 8 / Tuesday: Ch 35 HVAC

Week 8 / Thursday: Review for Final

Week 9 / Tuesday: Final Exam Due

Week 9 / Thursday: Class Wrap-up & Final Thoughts

## Having Trouble / Need Help?

We all need help from time to time. If 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 please contact your instructor. I am here to help you. I cannot help if you don't ask. Plus, there are many other services available to assist Reedley College students listed in the course student resource sections and the Reedley College web pages, just ask. The instructors and staff at Reedley College are here to help you.

### Accommodations for Students with Disabilities:

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