**Automotive Technology Course Syllabus**

**Instructor: Deven Chew**

**Course Goals and Description:**

**Automotive Services I/II**

The course is structured to serve both the student who plans to seek employment immediately after high school graduation and the student who plans to pursue advanced training in a postsecondary automotive technology program. The purpose of the course is to equip students with the technical skills required in automotive services and Light repair.

**Content Covered**

* Safety-S/P2 Certified
* Jacks and Jack Stands
* Hand and Power Tools
* Measuring Instruments
* Basic Lube and Maintenance
* Vehicle Hoist
* Fasteners and Sealants
* Cooling System
* Braking System
* Tire Mounting and Balancing
* Electrical Theory
* Engine Tune up
* Employment Portfolio
* Engine Operation
* Battery Maintenance

**Make –up policy:**

If a student is absent from school he/she will be given one day for each “excused” day missed to make up assignment. This is a hands on class and labs are very difficult to make up, students should not miss school. It is the student’s responsibility to seek the instructor for assignments missed on missed days.

**Portfolio: (notebook)** Students are to keep a portfolio for this class. They will add to this portfolio throughout the school year. All students’ classroom work, lab or shop task sheets, resume, job application, cover letters, letters of recommendation along with other assignments the instructor assigns will be keep in this portfolio.

**Grading Policy**: Students earn their grade by the total amount of points they receive on all assignments. Each assignment (written, shop task, participation or test) is assigned points. Total points determines grade

A=90% B=80% C=70% D=60% 59% and below is an F grade.

**Class Rules:**

* Students will report to class on time and be in his/her assigned seat in a timely manner.
* Students will act in a safe manner at all times.
* Students will respect others at all times
* Students must wear eye protection and closed toed shoes while in the shop.
* Students will use computers in an appropriate manner.
* Students will use appropriate language at all times.
* Students must have valid driver’s license to move vehicles
* Do not leave class early ie (leave inside of building.)
* No talking while instructor is talking,
* No ear buds/ear phones must be out of your ears.
* No sitting in or on Shop cars
* Appropriate use of tools and shop equipment
* No horseplay permitted in classroom or shop
* Keep cell phones in pocket unless instructed to use for class activities.
* Theft. Vandalism is cause for Permanent removal from class, an “F” grade for the semester and possible legal action.

**VIOLATION OF ANY OF THESE RULES MAY RESULT IN SUSPENSION OR TERMINATION FROM THE CLASS OR PROGRAM.**

**Classroom Discipline:**

In addition to the Student handbook policies and conduct expectations.

**First offense**-Warning if minor offense, (offenses of serious nature will be handled in cooperation with your schools administrators.

**Second Offense**- Phone call or email home and /or referral to counselor

**Third and Subsequent** offenses-Referral to administrators

**CLASS CONTRACT:** As a member of this class, I understand that I will be EXPECTED to follow all conduct & Safety rules according to the rules and regulations of the Automotive Technology class and High School. I shall assume responsibility in the care and operation of all vehicles, tools, and equipment used in this class. I will do my BEST to participate in all classroom activities, discussions, and demonstrate a HIGH LEVEL OF EFFORT on all assignments. Failure to comply with this contract may result in immediate dismissal from the Automotive Technology class.

I have read the course syllabus and grading policy for the Automotive Technology class.

Student Name Printed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

High School Attending\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_

Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_

If you would like to set up a meeting to discuss any concerns with you student a meeting can be arranged. I believe our partnership in communication is paramount to the success of your student.

Sincerely,

Deven Chew

CTE Automotive Instructor

209-381-4572 Ext 5801

Email: [dchew@mcoe.org](mailto:dchew@mcoe.org)

ASE Certified

Merced County Office of Education