

## SYLLABUS

**DATE OF LAST REVIEW:** 09/2019

**CIP CODE:** 47.0603

**SEMESTER:** Departmental Syllabus

**COURSE TITLE:** Technical Safety and Tools

**COURSE NUMBER:** ACRT0100

**CREDIT HOURS:** 1

**INSTRUCTOR:** Departmental Syllabus

**OFFICE LOCATION:** Departmental Syllabus

**OFFICE HOURS:** Departmental Syllabus

**TELEPHONE:** Departmental Syllabus

**EMAIL:** KCKCC issued email accounts are the official means for electronically communicating with our students.

**PREREQUISITE(S):** None

**REQUIRED TEXT AND MATERIALS:** Please check with the KCKCC bookstore, <http://www.kckccbookstore.com/>, for the required texts for your particular class.

**COURSE DESCRIPTION:** Upon completion of this course the student is introduced to the collision repair occupation. Personal safety is emphasized by the student learning OSHA laws including the "Right to Know." Proper handling and disposal of wastes including those classified as hazardous are discussed. Tool identification and safety along with basic auto construction are areas also introduced.

**METHOD OF INSTRUCTION:** A variety of instructional methods may be used depending on content area. These include but are not limited to: lecture, multimedia, cooperative/collaborative learning, labs and demonstrations, projects and presentations, speeches, debates, panels, conferencing, performances, and learning experiences outside the classroom. Methodology will be selected to best meet student needs.

### **COURSE OUTLINE:**

- I. Auto collision repair orientation
- II. Shop Orientation
- III. Hand Tools
- IV. Vehicle Construction Technology

**EXPECTED LEARNER OUTCOMES:**

- A. The student will be able to participate in Auto collision repair orientation
- B. The student will be able to participate in Shop Orientation
- C. The student will be able to identify Hand Tools
- D. The student will be able to perform Vehicle Construction Technology

**COURSE COMPETENCIES:**

Upon successful completion of this course:

*The student will be able to participate in Auto collision repair orientation*

1. The student will be able to learn and follow the rules and regulations of Kansas City Kansas Community College at the Technical Education Center and the rules and regulations of this course.
2. The student will be able to explain the possible salaries and set the expectations of the workplace.
3. The student will be able to complete the safety and pollution prevention online course.
4. The student will be able to complete the tests for safety and pollution prevention, at the end of the course complete the final exam with a minimum of 90% grade.
5. The student will be able to watch and discuss the Employees Right to Know video.
6. The student will be able to complete the Work Keys evaluation tests for reading and for math.

*The student will be able to participate in Shop Orientation*

7. The student will be able to show and discuss all safety equipment in shop area including fire and tornado alarms, and fire extinguishing procedures.
8. The student will be able to show and discuss the use of personal safety devices including safety glasses.
9. The student will be able to show and discuss proper vehicle lifting procedures with the use of safety stands.

*The student will be able to identify Hand Tools*

10. The student will be able to show the hand tools used in auto collision repair along with proper usage and care.

*The student will be able to perform Vehicle Construction Technology*

11. The student will be able to explain the current design of vehicles. Summarize the various types of frames commonly used on modern vehicles. Compare and contrast modern body-over-frame and unibody construction.
12. The student will be able to locate and compare the major components and different manufacturing procedures of frame components.
13. The student will be able to identify the major structural components, sections, and assemblies of a vehicle.

**ASSESSMENT OF LEARNER OUTCOMES:**

Student progress is evaluated by means that include, but are not limited to, exams, written assignments, and class participation.

**Attendance:** Attendance will be in accordance with the certifying agency's requirements.

### **SPECIAL NOTES:**

**Safety:** Attendance is critical throughout the safety instructions and quizzes. Students must complete all of the safety training before the student can advance or go on to the next course.

#### Caveats:

- Safety glasses with side shields are required to be worn during lab activities for this course. This is in compliance with accepted eye protection practices and Kansas State Law (K.S.A. 72-5207). Safety glasses must meet American National Standards Institute Z87.1 specifications. (NOTE: Most prescription eyewear does not meet ANSI Z87.1. Students who wear prescription glasses must: a) Provide evidence that existing eyewear meets ANSI Z87.1, or b) Wear cover goggles (if allowable), or c) Purchase and wear ANSI Z87.1 prescription eyewear.

- Lab Guidelines: In order to assist with the safe and efficient operation of the automotive lab area, students are expected to be familiar with and adhere to the Automotive Student Lab Guidelines.

This syllabus is subject to change at the discretion of the instructor. Material included is intended to provide an outline of the course and rules that the instructor will adhere to in evaluating the student's progress. However, this syllabus is not intended to be a legal contract. Questions regarding the syllabus are welcome any time.

Kansas City Kansas Community College is committed to an appreciation of diversity with respect for the differences among the diverse groups comprising our students, faculty, and staff that is free of bigotry and discrimination. Kansas City Kansas Community College is committed to providing a multicultural education and environment that reflects and respects diversity and that seeks to increase understanding.

Kansas City Kansas Community College offers equal educational opportunity to all students as well as serving as an equal opportunity employer for all personnel. Various laws, including Title IX of the Educational Amendments of 1972, require the college's policy on non-discrimination be administered without regard to race, color, age, sex, religion, national origin, physical handicap, or veteran status and that such policy be made known.

Kansas City Kansas Community College complies with the Americans with Disabilities Act. If you need accommodations due to a documented disability, please contact the Director of the Academic Resource Center, in Rm. 3354 or call at: 913 288-7670 V/TDD.

All enrolled students at Kansas City Kansas Community College are subject to follow all rules, conditions, policies and procedures as described in both the Student Code of Conduct as well as the Student Handbook. All Students are expected to review both of these documents and to

understand their responsibilities with regard to academic conduct and policies. The Student Code of Conduct and the Student Handbook can be found on the KCKCC website.