

Course Competencies AUTO 100 – Shop Procedures

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

- Demonstrate a working knowledge of the contents, requirements, regulations, procedures and expectations of the Automotive Technology program through completion of a written final exam with a score of no less than 90%.
- Demonstrate the ability to develop and maintain the paperwork required of the student which includes work orders, time records, use of shop manuals and use of labor rate schedules by completing a test work order form with a score of no less than 90%.
- Demonstrate a working knowledge of personal safety along with an attitude conducive to safe practices in the shop through the completion of a shop safety test with a score of no less than 90% and the demonstration of safe work practices during the time the student is actively working within the Auto Tech Lab setting as observed by the lab instructor.
- Demonstrate competency in the correct procedures to be used in regards to all aspects of hazardous material handling as would be encountered in normal day-to-day employment in an auto repair shop.

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