JEFFERSON COLLEGE
COURSE SYLLABUS

AUT100
AUTOMOTIVE SHOP SAFETY

1 Credit Hour

Prepared by:
Gerard Uhls
October, 2008

Career and Technical Education
Mary Beth Ottinger, Business & Technical Education Division Chair
I. CATALOGUE DESCRIPTION

A. Pre-requisite and/or Co-requisite: None

B. 1 Credit Hour

C. Automotive Shop Safety will impart the knowledge necessary to work safely with automotive shop chemicals, basic hand tools and power tools. The student will learn how to properly raise a vehicle for service with a floor jack and how to safely lift a vehicle. This course will familiarize the student with OSHA and the Hazard Communications Standard (HCS) and Material Safety Data Sheets (MSDS)

II. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES

| Demonstrate an understanding of general automotive shop safety | Student will view safety videos, successfully complete SP2 online curriculum and participate in classroom discussion |
| Demonstrates understanding of how to use basic hand tools and power tools on vehicles | Student will change oil and rotate tires on live vehicles |
| Demonstrates understanding of jack and lift safety | Student will raise a portion of the vehicle with a floor jack and properly set the jack stand. The student will also properly spot a vehicle in the automotive shop and lift a vehicle according to manufacturer’s recommendations |
| Demonstrates an understanding of automotive shop power tools to include electric tools and air powered tools | After completing appropriate SP2 training module student will demonstrate proper use of shop grinder, power washer, power drill and battery charger |
III. OUTLINE OF TOPICS

A. Automotive Safety
   1. How to work safely in the automotive shop (SP2 on-line curricula)
   2. OSHA and the Hazard Communication Standard (HCS)
   3. Material Safety Data Sheets (MSDS)
   4. Personal safety

B. Working in the Automotive Shop
   1. How to use an electric drill
   2. How to operate a bench grinder
   3. How to use a parts washer
   4. How to set up and use a battery charger
   5. How to select and use the proper hand tools

C. Jacking and Lifting a Vehicle
   1. How to jack a vehicle and properly use safety stands
   2. How to drive in a bay area, set the automotive lift, and properly raise a vehicle

IV. METHOD(S) OF INSTRUCTION

A. Lectures and SP2 on-line curricula

B. Lab Exercises

C. Classroom Discussions

D. Group Activities

V. REQUIRED TEXTBOOK(S)

On-line Reference Material

VI. REQUIRED MATERIALS

A. Jefferson College Automotive Technology Shirt

B. Safety Glasses

C. Shop Boots
VII. SUPPLEMENTAL REFERENCES

None

VIII. METHOD OF EVALUATION

The grade the student earns for the course will be based upon the average of five quizzes and one final.

IX. ADA AA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services (Library phone 636-481-3169).

X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook (see College website, http://www.jeffco.edu).

XI. ATTENDANCE STATEMENT

Regular and punctual attendance is expected of all students. Any one of these four options may result in the student being removed from the class and an administrative withdrawal being processed: (1) Student fails to begin class; (2) Student ceases participation for at least two consecutive weeks; (3) Student misses 15 percent or more of the coursework; and/or (4) Student misses 15 percent or more of the course as defined by the instructor. Students earn their financial aid by regularly attending and actively participating in their coursework. If a student does not actively participate, he/she may have to return financial aid funds. Consult the College Catalog or a Student Financial Services representative for more details.

XII. OUTSIDE OF CLASS ACADEMICALLY RELATED ACTIVITIES

The U.S. Department of Education mandates that students be made aware of expectations regarding coursework to be completed outside the classroom. Students are expected to spend substantial time outside of class meetings engaging in academically related activities such as reading, studying, and completing assignments. Specifically, time spent on academically related activities outside of class combined with time spent in class meetings is expected to be a minimum of 37.5 hours over the duration of the term for each credit hour.