

# Automotive Technology

## Curriculum Guide

### Program Description

Along with established academic and hands-on training, MCTI's Automotive Technology program operates like a small repair and auto parts business. All students are trained in basic shop practices and have hands-on experience working on vehicles.

Students may train in the diagnosis and repair of brakes, suspensions, and electrical, heating/air conditioning, and engine performance systems, working toward state of Michigan and national (ASE) certifications. The program is based on the National Automotive Technicians Education Foundation (NATEF) competency standards.

Students may also focus on the customer service side of the auto parts business. These students practice basic cataloging, inventory management and merchandizing skills. These students must complete a five (5) week work internship.

### Automotive Technology Program Admission Requirements:

- Interview with instructor prior to acceptance
- Valid driver's license

### U.S. Department of Labor Occupational Profile:

*Students who most closely match the occupational profile for an Automotive Service Technician are selected for enrollment.*

- **Aptitude/Abilities:** Average verbal and numeric skills, average spatial, motor coordination; high manual dexterity, mechanical reasoning and ability to problem solve, interpersonal communications; strong learning ability, computer literate
- **Work Keys Levels:** Reading/Locating Information/Applied Math – 4
- **CASAS Scaled Score:** Reading & Math 226-235
- **Environment:** Loud, exposure to fumes
- **Physical Demands:** Medium
- **Temperament:** Perform a variety of tasks, ability to make judgments and perform precision work

### Certificate of Completion Programs (SOC code):

- General Maintenance Technician (49-9098)
- Suspension/Steering Technician (49-3023)
- Brake Technician (49-3023)
- Automotive Electrical Technician (49-3023)
- Engine Performance Technician (49-3023)
- HVAC Technician (49-3023)
- Auto Parts Specialist (41-2022)

The Automotive Technology Department issues seven (7) certificates. Students take core courses in the first term. During the middle of the first term, students will, based on interest and abilities, be directed towards the automotive technician track or the auto parts specialist track.

Students in the automotive technician track may be in the program up to six terms. At the end of each term, the instructor invites those students who demonstrate academic progress by maintaining a grade point average of 2.0 or better and good employability skills to advance to the next term.

Advancement past the third term requires successful completion of a State of Michigan mechanic certification test, a 3.0 or better grade point average, and good employability skills.

Students in the auto parts track earn the Auto Parts Specialist certificate in two terms, which includes a five-week internship.

## Required Courses for Certification

*Students must demonstrate academic progress (satisfactory grade point average) and good employability skills to advance from term to term.*

### General Maintenance Technician (First Term)

Course Number	Course Name	Credits
AT 110B	General Maintenance Tech I	3.5
AT 111A	General Maintenance Tech II	3.5
AT 112A	General Maintenance Tech III	5

### Brake Technician (Second or Third Term)

Course Number	Course Name	Credits
AT 210	Brake Tech I	4
AT 211	Brake Tech II	4
AT 212	Brake Tech III	4

### Suspension/Steering Technician (Second or Third Term)

Course Number	Course Name	Credits
AT 220	Suspension/Steering Tech I	4
AT 221	Suspension/Steering Tech II	4
AT 222	Suspension/Steering Tech III	4

### Automotive Electrical Technician (Fourth Term)

Course Number	Course Name	Credits
AT 310	Electrical Tech I	4
AT 311	Electrical Tech II	4
AT 312	Electrical Tech III	4

### HVAC Technician (Fifth or Sixth Term. Offered in Spring or Summer Term Only)

Course Number	Course Name	Credits
AT 410	HVAC Tech I	4
AT 411	HVAC Tech II	4
AT 412	HVAC Tech III	4

### Engine Performance Technician (Fifth or Sixth Term)

Course Number	Course Name	Credits
AT 420	Engine Performance Tech I	4
AT 421	Engine Performance Tech II	4
AT 422	Engine Performance Tech III	4

### Core for Auto Parts Specialist (First Term)

Course Number	Course Name	Credits
AT 110B	General Maintenance I	3.5
AT 111A	General Maintenance II	3.5
AT 113	Parts Specialist I	4
CS 120	Telephone Skills	1
RM or EC 118	Retail Marketing Math	1
RM 120	Retail Skills I	1

### Auto Parts Specialist (Second Term)

Course Number	Course Name	Credits
AT 114	Parts Specialist II	4
AT 115	Parts Specialist Internship	4
CS 105	Problem Solving in Customer Service	2
RM 220	Retail Skills II	4

***Instructors, program managers, and/or the referring counselor may recommend employability skills and elective classes based on the student's needs, abilities, interest and behaviors. Job Seeking Skills is required for all students anticipating to graduate from MCTI.***

## Course Descriptions

### AT 110B: General Maintenance Tech I

This course is designed to expose students to basic automotive concepts and the systems on modern vehicles. This course includes a variety of classroom and laboratory exercises, which allow the student to develop basic shop skills, electrical knowledge and practices upon which they can build more complex skills and knowledge. The course is designed to allow the instructor to evaluate a student's potential success for progression in the program. **Topics Covered:** Safety, tools, fasteners, information resources and electrical principles & fundamental troubleshooting. Adjunct topics include customer satisfaction, personal conduct, employability and teamwork skills.

### AT 111A: General Maintenance Tech II

A course for students with some prior knowledge of basic automotive concepts. Classroom and shop exercises allow the instructor to evaluate the student's potential success for progression in the program. **Topics covered:** safety, shop math, periodic vehicle maintenance, brake inspections/assemblies, tire/wheel assemblies, customer service/ satisfaction, employability skills, teamwork.

### AT 112A: General Maintenance Tech III

Students expand their knowledge of basic automotive concepts and modern motor vehicle systems. Classroom and shop exercises focus on building proficiency in brake and wheel/tire assemblies. The instructor evaluates the student's potential success for progression in the program. **Topics covered:** safety, tools, basic electrical terms/principles, batteries and the charging system, starting system basics, customer service, employability skills.

### AT 113: Part Specialist I

Students with experience in general automotive maintenance learn new skills needed to become an automotive parts counterperson. Emphasis on identifying/locating automotive parts while working in an automotive shop environment. **Topics covered:** shop tools, fasteners, equipment, automobile parts information resources, parts terminology, automotive components/systems (e.g., brakes, suspension/steering, electrical, engine mechanical and cooling systems), customer service, teamwork.

### AT 114: Parts Specialist II

Students with experience in general automotive maintenance and a basic knowledge of auto parts continue to build proficiency in both areas. Continued focus is on recognizing, identifying, and locating automotive parts while working in an automotive shop environment. The course prepares students for the ASE Parts Specialist (P2) test. **Topics covered:** automotive components/systems (e.g., engine fuel, exhaust, ignition, and emission systems), manual and automatic transmissions, HVAC systems, customer service, teamwork.

### AT 115: Parts Specialist Internship

Students with experience in general automotive maintenance, customer service, cashiering, and a solid knowledge of auto parts gain first-hand experience by working directly with a parts retailer. The internship is individualized based on the student's ability and interest. **Topics covered:** based on retailer's needs and capabilities.

### AT 210: Brake Tech I

A course for students who already have the skills/experience to complete general automotive maintenance. Students complete various exercises to begin diagnosing and repairing car and light duty truck braking systems. Prepares students for the State of Michigan or ASE certification test. **Topics covered:** brake fundamentals, design, inspection, measurement, service diagnosis, and repair.

**AT 211: Brake Tech II**

This course is for students who can complete general motor vehicle maintenance and have a basic knowledge of brakes/braking systems repair. Expand skills in diagnosing/repairing car and light duty truck braking systems and begin to work more independently. Prepares students for the State of Michigan or ASE certification test **Topics covered:** brake fundamentals (e.g., design, inspection, measurement, service, diagnosis, repair), electrical relationship with brake systems, computer functions.

**AT 212 Brake Tech III**

This course is for students who can complete general motor vehicle maintenance and are skilled in the service/repair of brakes and braking systems. Build new skills related to diagnosing/servicing brake systems. Prepares students for the State of Michigan or ASE certification test **Topics covered:** disc and drum brake overhaul, brake malfunctions, brake hydraulic systems, ABS system components, ABS service information, diagnosis.

**AT 220: Suspension/Steering Tech I**

This course is for students who can complete general motor vehicle maintenance. Students complete classroom and shop exercises to expand their skills in diagnosing/repairing car and light duty truck steering and suspension systems. Prepares students for the State of Michigan or ASE certification test **Topics covered:** tire and wheel construction, service and repair; basic suspension system design, diagnosis, service, and repair.

**AT 221: Suspension/Steering Tech II**

This course is for students who can complete general motor vehicle maintenance and have a basic knowledge of servicing and repairing suspension/steering systems. Students complete classroom and shop exercises to build skills in diagnosing and repairing car and light duty truck steering and suspension systems. Prepares students for the State of Michigan or ASE certification test **Topics covered:** tire and wheel construction, alignment principles, techniques, diagnosis; basic suspension system (diagnosis, service, and repair).

**AT 222: Suspension/Steering Tech III**

This course is for students with solid knowledge/skills in service and repair of suspension/steering systems. Students complete classroom and shop exercises to build skills in service/repair of steering components and systems. Prepares students for the State of Michigan or ASE certification test. **Topics covered:** tires and wheels (service and repair), basic suspension system design, diagnosis, service/repair of suspension systems; alignment principles, techniques, and diagnosis; steering system construction, operation, diagnosis, service, and repair.

**AT 310: Electrical Tech I**

This course is for students with solid knowledge/experience in general motor vehicle maintenance, brakes, suspension and steering systems. Students complete classroom and shop exercises to become familiar with diagnosis/repair of various electrical circuits. Prepares students for the State of Michigan or ASE certification test **Topics covered:** electrical fundamentals, battery service and testing, Schematics: organization and location.

**AT 311: Electrical Tech II**

A course for students with solid knowledge/experience in general automotive maintenance, brakes, suspension and steering systems, and basic knowledge/skills of electrical components, schematics and batteries. Prepares students for the State of Michigan or ASE certification test **Topics covered:** electrical fundamentals, battery service and testing, schematics (organization and location), starting and charging systems fundamentals (construction, diagnosis, service, and repair).

**AT 312: Electrical Tech III**

This course is for students with solid knowledge/skills related to electrical systems. Classroom and lab exercises help students build proficiency in the diagnosis and repair of a variety of electrical circuits. Emphasis is on a vehicle's electrical system. Prepares students for the State of Michigan or ASE certification test **Topics covered:** electrical fundamentals, battery service and testing, schematics (organization and location), starting and charging systems fundamentals (construction, diagnosis, service and repair); accessory and power systems (e.g. wipers, lights, power windows, etc.).

**AT 410: HVAC Tech I**

This course is for advanced Automotive Technology students. Students complete classroom and lab exercises to become familiar with the construction, diagnosis and repair of heating, ventilation and air conditioning systems (HVAC). Prepares students for the State of Michigan or ASE certification test **Topics covered:** electricity fundamentals, cooling system basics – diagnosis, service and repair.

**AT 411: HVAC Tech II**

Advanced Automotive Technology students further develop skills in construction, diagnosis and repair of heating, ventilation and air conditioning systems. Prepares students for the State of Michigan or ASE certification test **Topics covered:** electricity fundamentals, cooling systems basics – diagnosis, service and repair; air conditioning fundamentals, elementary refrigeration principles, HVAC controls and operation.

**AT 412: HVAC Tech III**

This course is for advanced Automotive Technology students with solid knowledge of heating, ventilation and air conditioning systems (HVAC). Students build diagnostic skills needed to service HVAC systems and components. Prepares students for the State of Michigan or ASE certification test **Topics covered:** electricity fundamentals, cooling system basics – diagnosis, service and repair; air conditioning fundamentals, elementary refrigeration principles, HVAC controls, operation, diagnosis, service and repair.

**AT 420: Engine Performance Tech I**

This course is for advanced Automotive Technology students. Construction, diagnosis and repair of powertrain management systems. Prepares students for the State of Michigan or ASE certification test **Topics covered:** engine fundamentals and design, basic electricity, ignition fundamentals – testing/ repair; fuels, and fuel system construction.

**AT 421: Engine Performance Tech II**

Course is for advanced Automotive Technology students who understand engine and ignition fundamentals, fuels and fuel system construction. Students develop skills in the construction, diagnosis, and repair of powertrain management systems and build proficiency in skills learned in prior courses. Prepares students for the State of Michigan or ASE certification test **Topics covered:** engine fundamentals and design, basic electricity, ignition fundamentals – testing/repair; fuels and fuel system construction; gasoline fuel injection system, design and service; OBD I and II system components: service and testing.

**AT 422: Engine Performance Tech III**

Course is for advanced Automotive Technology students with a solid background – knowledge and skills – related to engine performance. Students build proficiency in construction, diagnosis and repair of powertrain management systems. Emphasis on knowledge and skills needed to pass the State of Michigan mechanics certification test (Engine Tune-up/ Performance category). **Topics covered:** engine fundamentals and design; basic electricity; ignition fundamentals – testing, repair, fuels and fuel system construction; gasoline fuel injection system design and service; OBD I and II system components: service and testing; emission controls – testing and service; performance and drivability issues.

**CS 105: Problem Solving in Customer Service**

Fundamentals of how to approach customers to prevent problems and resolve basic problems in customer service. **Topics covered:** meeting customer needs, empathy, positive interaction skills, communication problems, role of employees and customers in problem resolution, interaction with customers after a problem has developed, and dealing with difficult customers.

**CS 120: Telephone Skills**

Fundamental skills in telephone courtesy and etiquette. **Topics covered:** proper telephone operations and procedures, greetings, clarifying information, questioning techniques, 'call holds', 'transfers', and message-taking procedures.

**RM 118: Retail Marketing Math**

Auto Parts Specialist who have basic math skills learn how to apply math skills to solve retail-marketing and business problems. Students learn to efficiently determine prices and taxes, and earnings in a retail-marketing environment. Highly participatory class. **Topics covered:** percents to decimals, decimals to percents, sales tax, total sales, making change, calculating discounts, commission earnings, and sales forms.

**RM 120: Retail Skills I**

Students learn the basics of working in a retail environment, and develop cashiering and customer service skills. In this hands-on course, students run a cash register with point of sale software and use customer service skills during working hours. **Topics covered:** preparing the cash drawer, handling change, sales transactions, and balancing the cash drawer.

**RM 220: Retail Skills II**

Students learn advanced cashiering and customer service skills; inventory management and company profitability; protecting company assets, buildings, property, and equipment, **Topics covered:** cashiering, customer service, inventory monitoring procedures, shrinkage, suspicious customers, and safety procedures.