

Automotive Technology 2023-2024 Syllabus

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CTE Purpose Statement

- Monroe 2-Orleans BOCES Career and Technical Education develops tomorrow's workforce through programs that strengthen the technical, academic, and career-readiness skills of today's high school students.

Career Cluster

- According to the 16 National Career Clusters Automotive Collision Repair Technology is a part of the Transportation, Distribution & Logistics. Career pathways included in this cluster are Transportation Operations, Logistics planning and Management Services, Warehousing and Distribution Center Operations, Facility and Mobile Equipment Maintenance, Transportation systems, Health and safety and Environmental Management and Sales and Service.

Course Description

- ASE (Automotive Service Excellence) Education Foundation curriculum provides the instructional foundation for the Units of Study.
- Embed integrated Literacy, Science and Mathematics throughout course for all students.
- Increase knowledge about the world of work.
- Exploring career options.
- Application of your personal skills, aptitudes, and abilities to career decisions.
- Developing a personal budget to reach financial goals and be financially responsible.
- Establish work related skills essential for success in the workplace.

Course Goals

- Academic integration both credit bearing and non-credit bearing, industry-based knowledge and skills, and work-related skills.
- WBL (Work Based Learning) opportunities.
- According to the 16 National Career Clusters, Automotive Technology is a part of the Transportation Cluster. The career pathway most closely associated with this cluster is Transportation.

Units of Study

- Shop Orientation and Safety (OSHA 10)
- Suspension and Steering
- Brakes
- Electrical/Electronic Systems
- Engine Performance
- Engine Repair
- Heating, Ventilation and Air Conditioning
- Automatic Transmissions and Transaxles
- Manual Transmissions and Drivetrains
- Basic Technician Skills, Financial management
- Welding - Oxyacetylene, MIG, and TIG Welding

Major Projects

- 2 Year Portfolio

Work-Based Learning

- Students will be able to CO OP or intern after January during the second year. The CO-OP can be paid or unpaid.

Dual Credit and Post-Secondary Articulation Agreements

Dual Enrollment

- Monroe Community College: MMP 100 and MMP 101: Automotive Services - 3 credits

Articulation Agreements

- Alfred State College
- Lincoln Technical Institute
- Morrisville State College
- Ohio Technical College
- University of Northwestern Ohio

Technical Assessments

- Automotive Service Excellence (ASE) - Maintenance and Light Repair (MLR) Written Assessment and Maintenance and Light Repair (MLR) Job Task Performance Assessments
- Precision Exams-Automotive Service, introduction

Certifications

- Automotive Service Excellence (ASE) - Maintenance and Light Repair

Grading

- CTE grades are divided into two main categories: knowledge and performance. Within the knowledge category there will be grades for knowledge activities and knowledge assessments. Knowledge activities are weighted as 20% of the overall CTE grade and knowledge assessments are 30% of the overall CTE Grade. Within the performance category there will be grades for performance activities and performance assessments. Performance activities are weighted as 20% of the overall CTE grade and performance assessments are 30% of the overall CTE Grade. As a result, both knowledge and performance are equally weighted at 50% each.

Attendance/Late Policy

- Attendance is taken every day. When a student is absent, the parent/guardian must call WEMOCO Attendance Reporting and leave a message at 585-352-2477 or email cteattendance@monroe2boces.org
- When the student returns to school, he/she must bring a note from a parent/guardian to the attendance office describing why they were absent. All course work is available through Schoology. Students are responsible for making up work from absences.

Knowledge Activity and Performance

Classwork falling under this category is expected to be completed and submitted on the day it is being worked on in class. If the work is NOT turned in at the end of class, the following will occur:

- One day late- 10% deduction
- Two days late- 20% deduction
- Three days late- No more than a 50%
- After three days- work is expected to be submitted but no grade will be earned

***Students who receive extended time will receive that time and necessary adjustments will be made to accommodate.*

Knowledge Assessments

Classwork falling under this category is expected to be completed and submitted on the day it is being worked on in class. If the work is NOT turned in at the end of class, the following will occur:

- One day late- 20% deduction
- After one day- 50% deduction

Performance Assessments

- A MINIMUM of 5 Job Sheets to be submitted by the 5-week mark (per quarter)
- A MINIMUM of 10 Job Sheets to be submitted by the quarter mark

***Students who do not meet this expectation will receive a ZERO due to the timeline associated with this task.*

Excused Absences as Recorded in School Tool

- Students will be given 3 days from date of return to make-up work (both knowledge and performance).
- Students who are absent for a knowledge assessment are expected to make up the assessment one day after their return. For example, a student who misses a knowledge assessment on a Tuesday must make it up on that Thursday (with no penalty)

Unexcused Absences as Recorded in School Tool

- Students will be given 3 days from date of return to make-up work (both knowledge and performance). However, due to school policy, full credit CANNOT be awarded for work done when a student has an unexcused absence.

CTSO's

- **NTHS** - The National Technical Honor Society is an educational non-profit that exists to honor, recognize, and empower students and teachers in Career & Technical Education. NTHS strives to bring well deserved recognition, scholarship opportunities, and career opportunities to students who excel in one of the 108 career and technical educational fields as their profession.
- **SkillsUSA** - SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. SkillsUSA helps each student excel. SkillsUSA's mission is to empower its members to become world-class workers, leaders, and responsible American citizens.