

FRED W. EBERLE TECHNICAL CENTER

COURSE SYLLABUS

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**COLLISION REPAIR TECHNOLOGY**

**WVEIS CODE:1671**

**INSTRUCTOR: SCOTT CURRENCE**

**FUNDAMENTALS OF COLLISION REPAIR TECHNOLOGY**

This course introduces the student to the knowledge base and technical skills as they relate to the field of Collision Repair Technology. In the Fundamentals of Collision Repair Technology class areas of study include career opportunities and practices, integrated academics, knowledge of tools and equipment, panel straightening techniques, and introduction to vehicle preparation. Safety instruction is integrated into all activities.

**PREREQUISITES:**

None

**TEXTBOOKS:**

All classroom activities will be taught using I-car enhanced delivery. This is a LCD projector based curriculum that is industry recognized as the premiere education tool for training today's collision repair technicians.

**ADDITIONAL RESOURCES:**

Students have the option to take advantage of getting their I-CAR certification through Fred Eberle Technical Center. They must complete each program successfully and purchase a student cd rom of the corresponding program before graduation. The cost of each cd will be \$10. The student must also pay a registration fee of \$20 per program. The total cost of certification is \$30 per program. More information can be found online at [www.i-car.com](http://www.i-car.com).

**PROGRAM PHILOSOPHY**

Fred Eberle Technical Center bases all decisions with the students' best interest in mind. The philosophy is to develop programs that will encourage each student to achieve at his or her highest level and be prepared to meet the challenges of a

changing technological society.

*Goals:*

1. Set high standards for all students in each program.
2. Provide students the opportunity to learn within safe and well-maintained facilities, in a disciplined, orderly climate, which includes adequate resources for learning.
3. Use business, industry and community leaders to constantly evaluate and update programs.
4. Have students and parents actively involved in the learning process.
5. Provide a well-trained and prepared staff to serve students.
6. Have students complete a challenging and related program of study that prepares them for continued learning in employment and in an educational setting.

**INSTRUCTIONAL DELIVERY**

Classroom instruction:

As with all programs in the collision repair program at FETC it will be strongly based on the I-CAR enhanced delivery curriculum. All classroom activities are derived from this.

Lab instruction:

Project based learning is employed to manage the activities in the lab. This includes working on school owned cars and projects to actual customer cars.

Work ethics will a major part of all activities and instruction.

**GRADING POLICIES**

The following grading scale will be used at Fred Eberle Technical Center.

A = 93 - 100

B = 85 - 92

C = 75 - 84

D = 65 - 74

F = 0 - 64

I = Incomplete

Your grade will be determined as follows

I-CAR enhanced delivery	40%
Lab activities	40%
Final exam	20%

## **CURRICULUM**

Curriculum used is governed by:

1. Content standards and objectives provide by the WV department of education. Objectives are located at [careertch.k12.wv.us](http://careertch.k12.wv.us)
2. Industry standards. Goals are located at [www.i-car.com](http://www.i-car.com)
3. West Virginia standards for 21<sup>st</sup> century learning. Standards located at [careertech.k12.wv.us](http://careertech.k12.wv.us)

## **PROGRAMS COVERED**

To cover the entire WV department of education's Content Standards and Objectives for this course the following I-CAR enhanced delivery is covered:

Program 1: Customer relations and collision repair (CUS 01)

Program 2: Tools and equipment (TLS01)

Program 3: Worker protection program (WRK01)

Program 4: Fundamentals of collision repair (FCR01)

Program 5: Damage analysis program 1 (DAM01)

Program 6: Damage analysis program 2 (DAM02)

Program 7: Trim and hardware (TRM01)

Program 8: Straightening steel (STS01)

Program 9: Exterior panel repair and replacement (EXT01)

Program 10: Movable and stationary glass program 1 (GLA01)

Program 11: Movable and stationary glass program 2 (GLA02)

Information for each of these programs can be found at [www.i-car.com](http://www.i-car.com)

## **CLASSROOM MANAGEMENT**

Rules:

1. When buses arrive students are required to go immediately to their shops.
2. Students should enter their shops by the outside door and not through one shop to get to another.
3. Students are to remain in their own shop. The instructor is the only person who may authorize a student to leave his or her shop.
4. Students are not permitted to use or have in their possession, tobacco, alcohol, or any form of controlled substance at any time on school property. Violation of this can result in immediate suspension or expulsion from school.
5. Students are to practice good housekeeping and take pride in the appearance of the building. Littering, sloppiness, damaging property, and etc. will not be tolerated.
6. A student who has 3 tardies will be counted 1 day absent. This absence will be counted as 1 unexcused absence.

7. Students are reminded to be courteous at all times--address their instructor as Mr. or Ms., respect one another, and be polite to visitors. Students are preparing for job entry; they must conduct themselves as young ladies and gentlemen so that we can be proud to recommend them. Employers are only interested in the best.
8. Profanity will not be tolerated in any form at Fred Eberle Technical Center. Profanity includes, but is not limited to; language, gestures, and clothing.
9. Shirts, proper shoes, and other clothing consistent with safety regulations, must be worn at all times. Clothing requirements will vary between shop and classroom, and different classes. The instructor has full authority to establish requirements for his/her class.
10. Any student destroying or stealing property belonging to the school or another individual may be suspended or expelled from the technical center.
11. Students may be allowed a 10-minute break in both morning and afternoon sessions. This break is a *privilege* and not a right. The instructor has full authority over the break period. Students are to visit the snack machine and return to their shop or classroom area. The hallway and parking lot are not break areas.
12. Students are expected to be in their seats when the class session begins and when class is dismissed at the end of the session. The instructor, not the bell, dismisses the class.
13. The telephone is for school business. No one is permitted to use the telephone without permission from the instructor.
14. Use of Cell Phones during class time is prohibited. Failure to follow this rule may result in your cell phone being taken. Repeated offenses will be considered a Level I disciplinary infraction.
15. Students are not permitted to carry knives. All knives will be confiscated and will be returned only to the parent or guardian.
16. Students having in their possession a deadly weapon will be dealt with in accordance to the WV State Board's Safe School Policy
17. Students are to exercise safe practices at all times. "Horseplay" and any other form of unsafe conduct will not be tolerated.

## **ATTENDANCE**

Employers list regular attendance as one of the most important behaviors they look for when making a hiring decision. Therefore, we require students to attend classes regularly. Missing 1 class period at the technical center is the same as missing 1/2 day at the high school. Excessive absence may lead to failure and/or dismissal from the Technical Center.

In addition, a student who has too many absences will not be awarded a Vocational Diploma.

## **MAKE UP WORK**

Make up work will be assigned following each absence. Students will have a reasonable amount of time as determined by the instructor to complete the work

and turn it in. If the work is not completed and turned in on time, the student will receive a zero daily grade for the absence. Make up work is the responsibility of the students.

### **DISCIPLINE POLICY**

Discipline is covered in the FETC student handbook.

### **CONTACT INFORMATION**

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