

I. COURSE DESCRIPTION:

Upon successful completion of this course, the CICE student, with the assistance of a Learning Specialist, will be able to discuss the legal responsibilities of employees and employers relating to safe work practices and the protection of the environment. They will also learn the proper operation of hoisting, jacking, lifting, rigging, and blocking equipment according to the manufacturer's recommendations. CICE students will have the basic ability to use precision measuring tools, perform fastening device installation and removal, and use proper hand tools (including electric and pneumatic) for the required task to be completed.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the CICE student, with the assistance of a Learning Specialist, will demonstrate the basic ability to:

1. *Use the correct safety and environmental practices associated in an automotive shop.***Potential Elements of the Performance:**

- List the safety equipment required to operate a motive power shop
- Describe the potential dangers associated within the motive power repair industry
- Outline the proper procedures to defuse potentially hazardous situations in the work place
- Exhibit knowledge and understanding of the WHMIS Safety Act
- Demonstrate proper use of cleaning equipment
- Explain the laws and proper handling of air conditioning refrigerants
- Describe vehicle emission laws, Fire Safety, and Proper Personal Protective Safety Equipment
- Be able to identify potential safety hazards in a motive power environment:
 - electrical hazards
 - proper ventilation
 - slipping hazards
 - tripping hazards
 - lifting techniques
 - eye hazards
 - hearing hazards
 - rings and jewelry

2. ***Demonstrate the use of proper jacking and lifting equipment used in the motive power industry.***

Potential Elements of the Performance:

- Demonstrate the proper method of raising and lowering vehicles using hoists, fork lifts, jacks, blocking and safety stands.
- Use safety stands and jacks
- Perform vehicle placement and movement
- Find the lifting points
- Outline equipment maintenance
- State lifting capacities of hoisting equipment
- Use adaptors and extensions
- Describe types of hoists and lifting equipment
- Operate safety locks and releases
- Position vehicle /wheel chocks
- Check overhead environment
- Verify correct engagement of lift points
- Verify balance
- Verify correct use of safety locks

3. ***Identify and safely use hand and power tools common to the motive power industry.***

Potential Elements of the Performance:

- Perform the following metal working operations:
 - verify thread strengths and torque requirements for wet and dry
 - repair damaged threads
 - free seized threads, remove broken studs/cap screws
 - install helicoils and timeserts
 - apply thread locker and anti-seize
- Perform metal working tasks related to
 - drilling
 - tapping
 - hack sawing
 - filing
- Identify hand and power tools used in the repair of motive power vehicles and equipment.
- Perform component removal and installation using proper tools.

4. ***Define the purpose and fundamentals of fasteners and tightening procedures***

Potential Elements of the Performance:

- Identify fastener grades and applications
- Demonstrate the ability to identify SAE vs SI

- Explain tensile, yield, and shear strength and how they differ
- Choose the proper grade pitch threads per inch for the job being performed
- Explain the factors that affect torque such as thread condition, lubrication, temperature and fastener composition

5. ***Demonstrate a working knowledge of the purpose, construction, principals of operation, and calibration of precision and non-precision measuring tools***

Potential Elements of the Performance:

- Metric and imperial measurements and conversions
- Demonstrate use of micrometers (inside and outside)
- Use small hole gauges, calipers. Verniers and telescoping gauges
- Apply torque wrenches to the trade (click, dial, and beam)

6. ***Demonstrate proficiency in the proper operation of powered lift trucks and identify the type and operating fundamentals, inspection, maintenance and recommended safe operating procedures for powered lift trucks.***

Potential Elements of the Performance:

- Understand the fundamentals of fork truck stability.
 - Centers of gravity and load centers
 - Safe working loads
- Identify and avoid the causes of lateral and longitudinal instability.
- Recognize the need and legalities of daily inspections, logs, brake tests, overload effects, steering maneuvers, choice of travel direction, vehicle loading, stacking maneuvers, and parking.
- Recommend the safe refueling or charging strategies for gas, diesel, propane and electric fork lifts.
- Identify appropriate lifting accessories and proper rigging procedures.

III. TOPICS:

1. Shop Safety
2. Hoisting and Lifting
3. Hand and Power Tools
4. Fasteners
5. Precision Measuring Tools
6. Power Lift Truck

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**Title:** Heavy Duty Truck Systems**Edition:** 4th ed., 12959#**Author:** Bennett**Publisher:** Thomson Nelson Learning Canada**Title:** Automotive Technology: A Systems Approach/AST Test Prep**Edition:** 06 ed., 17810#**Author:** Erjavec**Publisher:** Thomson Nelson Learning Canada

Pens, pencils, calculator, 3-ring binder

*shop coat or coveralls

*CSA approved steel toe boots (high top)

*CSA approved safety glasses

*these items mandatory for shop

V. EVALUATION PROCESS/GRADING SYSTEM:

The final grade for this course will be based on the results of classroom, assignments and shop evaluations weighed as indicated:

- Classroom – 60% of the final grade is comprised of term tests
- Assignments – 10% of the final grade is comprised of a number of technical reports
- Shop – 30% of the final grade is comprised of attendance, punctuality, preparedness, student ability, work organization and general attitude

(Students will be given notice of test and assignment dates in advance)

The following semester grades will be assigned to students:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	

CR (Credit)	Credit for diploma requirements has been awarded.
S	Satisfactory achievement in field /clinical placement or non-graded subject area.
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

NOTE: Mid Term grades are provided in theory classes and clinical/field placement experiences. Students are notified that the midterm grade is an interim grade and is subject to change.

VI. SPECIAL NOTES:

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

It is the departmental policy that once the classroom door has been closed, the learning process has begun. Late arrivers will not be granted admission to the room.

Cell phones are not allowed to be on in the classrooms or shop areas during class time.

CICE Modifications:**Preparation and Participation**

1. A Learning Specialist will attend class with the student(s) to assist with inclusion in the class and to take notes.
2. Students will receive support in and outside of the classroom (i.e. tutoring, assistance with homework and assignments, preparation for exams, tests and quizzes.)
3. Study notes will be geared to test content and style which will match with modified learning outcomes.
4. Although the Learning Specialist may not attend all classes with the student(s), support will always be available. When the Learning Specialist does attend classes he/she will remain as inconspicuous as possible.

A. Tests may be modified in the following ways:

1. Tests, which require essay answers, may be modified to short answers.
2. Short answer questions may be changed to multiple choice or the question may be simplified so the answer will reflect a basic understanding.
3. Tests, which use fill in the blank format, may be modified to include a few choices for each question, or a list of choices for all questions. This will allow the student to match or use visual clues.
4. Tests in the T/F or multiple choice format may be modified by rewording or clarifying statements into layman's or simplified terms. Multiple choice questions may have a reduced number of choices.

B. Tests will be written in CICE office with assistance from a Learning Specialist.***The Learning Specialist may:***

1. Read the test question to the student.
2. Paraphrase the test question without revealing any key words or definitions.
3. Transcribe the student's verbal answer.
4. Test length may be reduced and time allowed to complete test may be increased.

C. Assignments may be modified in the following ways:

1. Assignments may be modified by reducing the amount of information required while maintaining general concepts.
2. Some assignments may be eliminated depending on the number of assignments required in the particular course.

The Learning Specialist may:

1. Use a question/answer format instead of essay/research format
2. Propose a reduction in the number of references required for an assignment
3. Assist with groups to ensure that student comprehends his/her role within the group
4. Require an extension on due dates due to the fact that some students may require additional time to process information
5. Formally summarize articles and assigned readings to isolate main points for the student
6. Use questioning techniques and paraphrasing to assist in student comprehension of an assignment

D. Evaluation:

Is reflective of modified learning outcomes.