

I. COURSE DESCRIPTION:

In this course the student will be introduced to the methods utilized in today's auto body shops to effectively estimate body and chassis damage. The course will focus on the hands on aspect of preparing computer-assisted estimates using the Mitchell Ultra-Mate software. The student will perform an estimate of a modern damaged vehicle and prepare a full report including parts, labour, taxes and material costs.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Identify types of frame damage and outline the repair procedures.

Potential Elements of the Performance:

- List & describe the frame types used in today's cars, SUVs and Light Trucks
- Explain common types of frame damage, mash, twist, kickup, widening, sway and sag

2. Explain suspension components damage inspection procedures.

Potential Elements of the Performance:

- Perform bent strut quick check
- Observe jounce and rebound test of vehicle on modern alignment equipment
- Visually check for stress marks on steering and suspension components
- Perform centerline steering checks

3. Identify exterior and interior trim including the dash and instrument cluster.

Potential Elements of the Performance:

- Study exterior vehicle nomenclature including glass, vehicle nameplates and decals
- Study interior nomenclature including dash panel, air bag modules and instrument panel cluster

4. Perform vehicle damage estimating using the Mitchell Ultramate Software and provide a detailed report including parts, labour, taxes and materials.

Potential Elements of the Performance:

- Perform assigned exercises using “Ultramate”
- Estimate Damage of assigned vehicles
- Compare estimates with other students

III. TOPICS:

1. Frame Damage
2. Suspension Component Damage
3. Interior & Exterior Vehicle Nomenclature
4. Performance of Damage Estimating

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Handouts Supplied

V. EVALUATION PROCESS/GRADING SYSTEM:

Final Grades are based on the following breakdown:

Attendance	20%
Theory Tests	20%
Performance of Assignments	40%
Final Exam	20%

The following semester grades will be assigned to students:

Grade	<u>Definition</u>	<i>Grade Point Equivalent</i>
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.

VI. SPECIAL NOTES:

Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Special Needs office. Visit Room E1101 or call Extension 703 so that support services can be arranged for you.

Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Plagiarism:

Students should refer to the definition of "academic dishonesty" in *Student Rights and Responsibilities*. Students who engage in "academic dishonesty" will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

VIII. DIRECT CREDIT TRANSFERS:

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.