

# Imperial Valley College

Spring Semester 2014

## Manual Transmissions and Power Trains AU T 180, Code # 20897 - Course Syllabus

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Instructor:	Ronnie Garrie			
Office #:	1102A			
Phone Home:	(760) 355-2644, (4:00PM to 8:00PM)			
Phone Days:	(760) 339-9442 (Monday through Thursday, 7:00AM to 3:30PM)			
Cell Phone:	(760) 275-3897			
E-mail Address:	rgarrie@iid.com			
Class Starts:	01/21/14 Tuesday, Lecture and Laboratory			
Class Ends:	05/15/14 Thursday, Lecture (Final Exam End of Class)			
Class Meetings:	<u>Days</u>	<u>Type</u>	<u>Time</u>	<u>Room</u>
	Tuesday	Lecture and Laboratory	06:30PM-09:40PM	1100-1102
	Thursday	Lecture and Laboratory	06:30PM-09:40PM	1100-1103

Credit Units: 4.00 Units

Course Description: AU T 180 –Manual Transmissions and Power Trains  
This course covers the principles and construction of modern manual transmissions, drive and differential theory of method of repair, service equipment operation and technique of problem diagnosis procedures for import and domestic vehicles. Upon successful completion of this course, students are prepared to take the Automotive Service Excellence (ASE) certification examination in manual transmissions.

Student Learning Outcomes - Class Goals and Objectives:

IVC as an institution has adopted five Student Learning Outcomes (SLO's). They are interconnected with each other. They will be inherent throughout the course:

1. Communication
2. Skills
3. Critical thinking skills
4. Information literacy
5. Global awareness

The class will follow a performance-based curriculum that presents every student with the knowledge tools that will instill the skills to excel in Manual Transmissions and Power Trains diagnosis and repair as well as a responsible member of the community.

Student Learning Outcome Objectives:

- Inspect and diagnosis Manual Transmissions and Power Trains and satisfactory list any deficiencies.
- Verbally and in writing effectively communicate the deficiencies to the customer.
- Overhaul Manual Transmissions and Power Train systems, using approved tools, and processes to produce timely and error free repairs and adjustments.
- Work/study cooperatively and contribute/assist fellow students in class learning.
- Communicate and demonstrate global awareness and responsibility.

Measurable Course Objectives - Students Will Be Able To:

1. Demonstrate safe job practices.
  - Describe general safety rules for the auto shop.

- Shop machines.
  - Hoists, jacks, lifts, and safety standards.
  - Battery charging and electrical equipment.
  - Eye and hand protection, clothing, breathing protection.
  - Fire and electrical emergencies.
  - Location and multi-class fire extinguishers.
  - Location of emergency items.
  - Safety shop color codes.
  - Compressed air, hand tools, air rules, and environmental safety.
2. Demonstrate how to perform Manual Transmissions and Power Train maintenance and repairs.
- Explain the safety considerations and factors involved when repairing Manual Transmissions and Power Trains.
  - Describe different Manual Transmissions and Power Trains and how the components function.
  - Manual Transmissions and Power Trains electrical system service and repair.
  - Give steps in Manual Transmissions and Power Trains in performing repair.
  - Solve Manual Transmissions and Power Train troubleshooting problems.
  - Use repair tools.
  - Receive a work order from a customer and document the customer's concerns and complaints.
  - Inspect a vehicle and write-out a Manual Transmissions and Power Trains worksheet and verbally relay the information to a customer.
  - Recommend in writing, after the inspection, to the customer the necessary repairs to their vehicle.
3. Demonstrate how to use basic hand tools.
- Common measuring tools.
  - Hand and air wrenches/hammers.
  - Coil spring compressors, gear pullers, brake pliers, screwdrivers, and hammer.
  - Lubrication tools.
  - Battery and charging system tools.
  - Brake measurement tools.
  - Suspension and wheel alignment electronic tools.
  - Electrical circuit tools.
4. Methods of evaluation to determine if objectives have been met by student/exam and grading procedures:
- There will be a mid-term and final exam. Each will be worth 25% of the student's final grade. The mid-term will have 50 questions. The final exam will have 100 questions.
  - **There will be a student formal verbal class presentation due by the 8th week of this course, given before the lecture session is completed. The presentation will be delivered on a part of the subject material of this course. The length will be 15 to 20 minutes long.**
  - There will be homework tests on the chapters that have been assigned. The presentation and the homework tests will be worth 25% of the student's grade. The remaining 25% of the student's grade will be based on the student's performance on the students' laboratory projects and worksheets.
  - All quizzes and tests must be completed and delivered to the instructor the following week they are assigned.

Required Textbook and Workbook:

Modern Automotive Technology, Goodheart-Willcox 2009, James E. Duffy  
7<sup>th</sup> Edition (Textbook).

Modern Automotive Technology, Goodheart-Willcox 2009, James E. Duffy  
7th Edition (Workbook).

Class Dates and Outlines – Instruction Methodology:

- Week 1:** January 21 and 23 – Class Orientation. Safety Orientation. Shop safety, battery safety, proper clothing, proper use of shop equipment, personal protective equipment, accident prevention, and hazardous materials. No homework this week is due but textbooks need to be purchased. Safety procedures to be followed in the shop. Shop Safety Training and test. Several subject related practical application material worksheets, handed out during the laboratory class, will be completed and handed in to the instructor at the end of the session.
- Week 2:** January 28 and 30 – Chapter 1: The Automobile. Hand in to the instructor at the beginning of the lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.
- Week 3:** February 4 and 6 – Chapters 3 - 4: Basic Hand Tools, Power Tools and Equipment. Hand in to the instructor at the beginning of the lecture class the answers to the ASE questions in the textbook at the end of the chapters. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.
- Week 4:** February 11 and 13 – Chapter 55: Manual Transmission Fundamentals. Hand in to the instructor at the beginning of the lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.
- Week 5:** February 18 and 20 – Chapters 6 - 7: Automotive Measurement and Math, Service Information and Work Orders. Hand in to the instructor at the beginning of the lecture class the answers to the ASE questions in the textbook at the end of the chapters. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.
- Week 6:** February 25 and 27 – Chapter 56: Manual Transmission Diagnosis and Repair. Hand in to the instructor at the beginning of the lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages 41 - 42 will be completed in class and evaluated at the end of the Thursday session.
- Week 7:** March 4 and 6 – Chapter 63: Transaxle and Front Drive Axle Fundamentals. Hand in to the instructor at the beginning of the lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.
- Week 8:** March 11 and 13 – Chapter 64: Transaxle and Front Drive Axle Diagnosis and Repair. Mid-Term Test during lecture class. Class student presentation due by this week. Hand in to the instructor at the beginning of the lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.
- Week 9:** March 18 and 20 – Chapter 53: Clutch Fundamentals. Hand in to the instructor at the beginning of lecture class the answers to the ASE questions

in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.

**Week 10:** March 25 and 27 - Chapter 54: Clutch Diagnosis and Repair. Hand in to the instructor at the beginning of lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.

**Week 11:** April 1 and 3 – Chapter 61: Differentials. Hand in to the instructor at the beginning of lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.

**Week 12:** April 8 and 10 – Chapter 62: Rear Drive Axles. Hand in to the instructor at the beginning of lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday session.

**Week 13:** April 15 and 17 – Chapter 8: Basic Electricity and Electronics. Hand in to the instructor at the beginning of lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.

**Week 14:** **Spring Break. No classes April 21 through 26.**

**Week 15:** April 29 and May 1 – Chapter 80: Career Success. Hand in to the instructor at the beginning of lecture class the answers to the ASE questions in the textbook at the end of the chapter. Workbook Pages will be completed in class and evaluated at the end of the Thursday lab session.

**Week 16:** May 6 and 8 – Review in Lecture Class All Chapters in preparation for final test. Last week to complete and hand in any class or lab assignments.

**Week 17:** May 13 and 15 – **Final Test** during the last hour of the Thursday lab class.

Educational Accommodations:

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. The DSP&S program office is located in building 2100, Health Services Building, or you may contact them at (760) 355-6312.

Physical Conditions:

Notify the instructor if you have any physical conditions which could possibly affect your safety or health in the performance of the course laboratory assignments. Adjustments to your assignments, if necessary, will be made.

Attendance Policy:

Four (4) tardies equal one (1) absence. Five (5) absences will require the student to be dropped and/or given an incomplete or an “F” for the course. A doctor’s release may be considered an excused absence depending on the total number of classes missed. Please review 2014 Class Schedule Booklet statement on Class Attendance.

Extra-Credit Work

None

Outside Projects

None

Work Handed in Late

Accepted with valid reason.

## Class Room Management

**Cell-phone/Pager use** – set on silent mode and answer during break.

**Class breaks** – 5 minutes for each hour of class.

**Participation in class** – to the best of your ability.

**Safety rules** – as instructed in the first two meetings and then as directed by staff during the classes. See safety rules list at the end of this syllabus.

**Clean-up** – clean your area of work and as directed by your instructor.

**Tardiness, leaving early** – report to your instructor.

**Call-in because of absence** – call your instructor or leave a message at the phone numbers listed at the top of this syllabus.

## Harassment Statement

All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as the District's policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation. If someone says or does anything to you or someone else that makes you feel uncomfortable or that you feel is inappropriate contact your instructor immediately.

## Grading System:

**Letter-Grade only.**

### Percent of Overall Grade.

- A. 25% Completed Lab Assignments (hand in all of the assignments -100 points)
- B. 25% Completed Weekly Homework Tests and Class Presentation (hand in all assignments - 100 points)
- C. 25% Midterm Exam (Answer all 50 questions right – 100 points)
- D. 25% Final Exam (Answer all 100 questions right – 100 points)

A+B+C+D divided by 4 = Average Points (0 to 100)

### Letter Grades.

Points Scores = Letter Grade

90 - 100 = A - Superior

80 - 89 = B - Better Than Average

70 - 79 = C - Average

60 - 69 = D - Below Average

Below 60 = F - Failing

## Required Materials:

Pen and pencils.

Lined 8"x 11-1/2" standard writing paper.

Textbook.

Proper clothing suitable for shop environment (long pants, leather shoes, safety glasses, gloves, and means to secure long hair).

## Student Responsibilities:

Each student is required to comply with the schedule established by the automotive program at Imperial Valley College. Students are required to attend class each day class is in session. If for any reason a student is absent he or she is responsible for making up any missed literature or lab assignments. It is recommended that the students call or leave a message to inform the instructor if he or she is ill and/or bring a doctor's note upon returning to class.

- You must bring your textbook to every class meeting.

- You must bring notebook and pencils to be prepared for taking class notes on class lectures, homework, videos, and class lab activities.
- You must be on time for each class.
- You must participate during lecture and lab assignments.
- You must hand your assignments in on time and take your exams on time.

Safety Rules and Regulations (Code of Safe Practices):

- (1) Safety glasses must be worn in designated shop areas at all times.
- (2) No work shall be done in the shop or computer lab except during designated class time.
- (3) Face masks, face shields, and/or goggles may need to be worn when operating power tools, equipment or machinery, which exposes the student to particulate matter.
- (4) Wear proper the clothing, this is a working shop atmosphere.
  - (a) Do not wear loose fitting clothing, or unsecured long hair, or articles that may be caught in moving machinery, equipment, or power tools.
  - (b) Substantial and appropriate all leather shoes shall be worn in the lab area. No open toed footwear. It is recommended that boot-type footwear be worn in the shop area.
  - (c) Wear long pants, gloves when necessary, and a means to secure long hair when required.
- (5) All power equipment shall be shut off when not in use.
- (6) Do not leave power equipment or machinery unattended when on.
- (7) Do not use tools, equipment, or machinery you have not been instructed on how to use.
- (8) Use the proper tool for the job at hand.
- (9) When operating the equipment with another student, make sure it is understood which student is the operator.
- (10) Observe rules concerning operator's safety zones.
- (11) Do not hold a conversation with someone operating power tools, equipment or machinery. The distraction may cause an accident.
- (12) Never operate power tools, equipment or machinery without the proper safety guards in place.
- (13) When using air, be sure that no one will be the target of the air blast.
- (14) Unsafe work practices or safety hazards are to be reported to your instructor.
- (15) Any accident or injury, regardless of how minor, must be reported to your instructor immediately.
- (16) No horseplay, running, scuffling, etc. on the college facilities.
- (17) No music allowed in the auto shop.
- (18) No parking in front of the gate.
- (19) No work should be done without instructor's permission. No parking inside the shop during lecture time.
- (20) Each student will be responsible for keeping the work area clean.
- (21) Students cannot leave early without instructor's permission.
- (22) No helpers or visitors during lab activities.

Spring 2014 Important Dates:

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|---|-------------------|
| • Late registration                                 | Jan. 21 – Feb. 1. |
| • Ticketing for parking violation starts            | Feb 3.            |
| • Deadline to make up for incomplete grade          | Feb. 28.          |
| • Financial aid return to title IV drop deadline    | March 26.         |
| • Deadline to drop full-term classes                | April 11.         |
| • Holidays (for this class) – None. Spring Recess   | April 21 – 26.    |
| • Last week of classes including final examinations | May 12 to 16.     |

Policy on plagiarism and cheating:

**Cheating includes, but is not limited to:**

- Use of any unauthorized assistance in taking quizzes, tests, assessment tests, or examinations.
- Dependence upon the aid of sources beyond those authorized by the faculty member in writing papers, preparing reports, solving problems or carrying out other assignments.
- The acquisition, without permission, of tests or other academic material belonging to a member of the college faculty or staff.

**Plagiarism includes, but is not limited to:**

- The use of paraphrased or directly quoted published or unpublished work of another person without full and clear acknowledgment.
- The unacknowledged use of material prepared by another person or agency engaged in the selling of term papers or other academic materials.
- Information gathered from the internet and not properly identified is also considered plagiarism.

Such academic misconduct may be subject to sanctions which may include a warning, grade adjustment, or course failure.