COURSE NUMBER & TITLE: ASES 1020: General Service Shop  
CREDITS: 2 (0 Lec / 2 Lab)  
PREREQUISITES: Instructor approval.

CATALOG DESCRIPTION:  
General Service Shop introduces the student to basic shop practices and concepts. Shop safety will be stressed. Automotive maintenance will be introduced.

OUTLINE OF MAJOR CONTENT AREAS:
1. Shop safety  
   A. Personal safety  
   B. Fire safety  
   C. Shop safety  
2. Tools  
   A. Hand Tools  
   B. Power Tools  
3. Shop equipment  
   A. Hydraulic jacks  
   B. Lifts  
   C. Specialty equipment  
4. Automotive maintenance

COURSE GOALS/OBJECTIVES/OUTCOMES:  
1. Students will inspect, replace, and adjust drive belts, tensioners, and pulleys; check pulley and belt alignment.  
2. Students will inspect and test coolant; drain and recover coolant; flush and refill cooling system with recommended coolant; bleed air as required.  
3. Students will research applicable vehicle and service information fluid type, vehicle service history, service precautions, and technical service bulletins.  
4. Students will drain and replace fluid and filter(s).  
5. Students will research applicable vehicle and service information, fluid type, vehicle service history, service precautions, and technical service bulletins.  
6. Students will inspect tire condition; identify tire wear patterns; check for correct tire size and application (load and speed ratings) and adjust air pressure; determine necessary action.  
7. Students will dismount, inspect, and remount tire on wheel equipped with tire pressure monitoring system sensor.  
8. Students will repair tire using internal patch.  
9. Students will identify and test tire pressure monitoring system (indirect and direct) for operation; calibrate system; verify operation of instrument panel lamps.
MNTC GOALS AND COMPETENCIES MET: N/A

HCC COMPETENCIES MET:
Working Productively and Cooperatively
Communicating Clearly and Effectively

STUDENT CONTRIBUTIONS:
A. Be present—if you’re not here you can’t get paid.
B. Participate—you will get out what you are willing to put in.
C. Work safe—it’s hard to fix cars if you cut off your fingers.
D. Take care of yourself—your body is your most valuable tool.
E. Keep your driver’s license—techs without good driving records don’t have jobs.
F. Think outside of the box—there is always a way.
G. Be a Professional—act like it, look like it, smell like it.
H. Communicate—nobody gets fired by asking for help

ADDITIONAL INFORMATION
- Handouts and other materials will be provided in class.
- Factory and aftermarket service manuals will be used for reference.
- Hazardous Waste Policy: proper handling practices will be used.
- Safety Eyeglass Policy: safety glasses will be worn at all time while working in the labs.
- Shop Safety Policy: safe shop working practices must be followed.

Violations of the above policies will be verbal or documented warnings and will be handled on a case-by-case basis.

METHODS FOR EVALUATING STUDENT LEARNING:
Student assessment shall take place using instruments selected/developed by the course instructor.

Curriculum Committee Approval Date: December 4, 2018

AASC APPROVAL DATE: December 19, 2018
REVIEW DATE: December 2023