

AUBO-275-BODY SHOP MANAGEMENT II 4 CREDITS

SYLLABUS

CATALOG DESCRIPTION

This course is a continuation of AUBO 270. The student will demonstrate considerable technical judgment in assigning technicians to projects and inspecting completed work. The student will also be exposed to basic record keeping and damage report writing skills.

Prerequisites: AUBO-270

Semester Offered: Fall, Spring

Common Student Learning Outcomes

Upon successful completion of San Juan College programs and degrees, the student will demonstrate competency in...

BROAD AND SPECIALIZED LEARNING

Students will actively and independently acquire, apply, and adapt skills and knowledge with an awareness of global contexts.

CRITICAL THINKING

Students will think analytically and creatively to explore ideas, make connections, draw conclusions and solve problems.

CULTURAL AND CIVIC ENGAGEMENT

Students will act purposefully, reflectively, and ethically in diverse and complex environments.

EFFECTIVE COMMUNICATION

Students will exchange ideas and information with clarity in multiple contexts.

INFORMATION LITERACY

Students will be able to recognize when information is needed and have the ability to locate, evaluate, and use it effectively.

INTEGRATING TECHNOLOGIES

Students will demonstrate fluency in the application and use of technologies in multiple contexts.

Student work from this class may be randomly selected and used anonymously for assessment of course, program, and/or institutional learning outcomes. For more information, please refer to the Dean of the appropriate School.

Course Learning Outcomes

Upon successful completion of the course, the student will be able to...

1. To provide the student with the knowledge needed to prepare work specifications and estimate material and labor requirements.

2. To provide the student with the hands on experience needed to assign work to collision and refinishing technicians, supervise work performances and provide guidance as required.

Specific Learning Outcomes

Upon successful completion of the course, the student will be able to...

1. Work with costumers, write estimates, and order parts.
2. Track work progress and keep records on shop projects.
3. Assign collision and refinishing projects to other students.
4. Organize shop work records.
5. Generate progressive supply and tool inventory spread sheets.