AUTOMOTIVE COLLISION TRIM AND HARDWARE
Course Syllabus

Course Number: ACR-0347                OHLAP Credit: No
OCAS Code: None                        
Course Length: 30 Hours
Career Cluster: Transportation, Distribution, and Logistics
Career Pathway: Automotive Service
Career Major(s): Collision Repair Technician

Pre-requisite(s): Within this course the student will learn about the different fasteners used in vehicle construction. Students will cover removing and installing trim, locks and trim panels while experiencing different types of hardware or attachment methods.


Course Objectives: A. Practice Using Automotive Fasteners
1. Explain the difference between screws and bolts.
2. Identify nuts found on automobiles.
3. Describe non-threaded fasteners used on cars.
4. Discuss types and applications of various automotive gaskets.
5. Identify seals used on automobiles.
6. Explain how bolts, nuts, screws, and studs are marked to indicate their strength.
7. Describe the different methods of repairing threads.
8. Select and measure a bolt.
9. Drill and tap a hole.
10. Use easy-out to remove a broken bolt.
11. Explain how metric threads differ from USCS threads.
12. Install a heli-coil.
13. Discuss what is meant by “torque requirements” for threaded fasteners.
14. Discuss uses for non-threaded fasteners on automobiles.
15. Explain proper use of sealants, anti-seize compounds, and adhesives.
16. Discuss the types and various applications of automotive gaskets.
17. Describe the purposes of seals used on automobiles.
18. Explain the purpose and designs of automotive gaskets.
19. Demonstrate steps used to replace a gasket.
20. Remove and reinstall a weather strip gasket.
21. Remove door lock clips.
22. Use split rivets on door glass.

B. Apply Striping and Trim
1. Design, select, and apply vinyl decals, transfers, woodgrains, pinstripe tapes, etc.
2. Design, select, and apply painted pinstriping and graphics.
3. Install new adhesive attached moldings.
4. Install new rivet attached moldings.
5. Install new clip attached moldings.

C. Service Interior Trim
1. Remove, repair, and reinstall door trim panels and components.
2. Remove and reinstall front and rear seats.
3. Troubleshoot problems in manual and electric seats.
4. Replace carpet in a vehicle.
5. Remove and reinstall vinyl "bow" type headliner.
6. Remove and replace a cloth type headliner.
7. Install a dash cover over a cracked dash panel.

D. Install Accessories
1. Select and install custom mirrors, chrome, and other miscellaneous trim.
2. Select, install, and service sun roofs and T-tops.
3. Select and apply vinyl window film to window.
4. Select and install ground effects' package to vehicle.

1ASE objective
All unmarked objectives are TTC instructor developed.

Teaching Methods: The class will primarily be taught by the lecture and demonstration method and supported by various media materials to address various learning styles. There will be question and answer sessions over material covered in lecture and media presentations. Supervised lab time is provided for students to complete required projects.

Grading Procedures: 1. Students are graded on theory and shop practice and performance.
2. Each course must be passed with seventy (70%) percent or better.
3. Grading scale: A=90-100%, B=80-89%, C=70-79%, D=60-69%, F=50-59%.

Description of Classroom, Laboratories, and Equipment: Tulsa Technology Center campuses are owned and operated by Tulsa Technology Center School District No. 18. All programs provide students the opportunity to work with professionally certified instructors in modern, well-equipped facilities.

Available Certifications/College Credit
The student may be eligible to take state, national or industry exam after completion of the program. College credit may be issued from Oklahoma State University-Okmulgee or Tulsa Community College. See program counselor for additional information.

College Credit Eligibility: The student must maintain a grade point average of 2.0 or better.