AUTOMOTIVE GLASS REPLACEMENT
Course Syllabus

Course Number: ACR-0348               OHLAP Credit: No
OCAS Code: None
Course Length: 60 Hours
Career Cluster: Transportation, Distribution, and Logistics
Career Pathway: Automotive Collision Repair
Career Major(s): Collision Repair Technician

Pre-requisite(s):

Course Description: In this course the student will learn to identify types of automotive glass. Common glass specialty tools used to remove and install glass will be covered. Students will learn techniques to remove and install stationary glass and be able to identify the properties and characteristics of primers, adhesives and sealants. Students will also cover movable glass and learn some techniques of trouble shooting the mechanisms and methods to remove and install movable glass components.


Course Objectives: A. Discuss Glass and Miscellaneous Repairs
1. Describe windshield glass and rear window glass replacement procedures.
2. Discuss door window glass service.
3. Discuss how to replace a bumper.
4. Describe how to replace door and trunk locks.
5. Explain how to locate wind, water and dust leaks.
6. Describe the procedure for installing and adjusting headlights, tail, backup and stop lights.
7. Discuss rattle elimination.
8. Describe restraint systems used on today’s cars, and how to repair them.

B. Perform Fixed Glass and Miscellaneous Repairs
1. Remove and reinstall or replace fixed glass (heated and non-heated) using recommended materials. (HP-G) ¹
2. Remove and reinstall or replace modular glass using recommended materials. (HP-G) ¹
3. Determine when to use the partial cutout method or the full cutout method of repair when replacing a windshield.
4. Remove and service door glass.
5. Remove and install door and truck lock assemblies.
6. Install and adjust headlamps and tail lamps.
7. Adjust or replace bumpers.

C. Repair or Replace Moveable Glass and Hardware
1. Inspect, adjust, repair, or replace window regulators, run channels, glass, power mechanisms, and related controls. (HP-I) ¹
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2. Diagnose and repair water leaks, dust leaks, and wind noises; inspect, repair, and replace weather-stripping. (HP-G) ¹
3. Inspect, repair or replace, and adjust removable, manually or power operated roof panel and hinges, latches, guides, handles, retainer, and controls of sunroofs. (HP-G) ¹
4. Inspect, remove, reinstall, and align convertible top and related mechanisms. (HP-G) ¹

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.