

Automotive Technician Training Standards

Levels II & III Team Inspection Procedures

NOTE

The following “Team Inspection Procedures” are to be duplicated and given to each Inspection Team Member.

Automotive Technician Training Standards

TEAM MEMBER INSTRUCTIONS

AUTOMOTIVE TECHNICIAN TRAINING STANDARDS

ATTS was developed by industry and educators to evaluate automotive education programs. The process evaluates a program to minimum job entry skill levels developed by ATTS. Following an ATTS team evaluation of an automotive program, strengths and weaknesses are identified and a determination is made as to whether or not the automotive program meets industry training standards. If the program meets ATTS standards, it becomes ATTS Certified. The ATTS Program is administrated by the California Automotive Business Coalition (CalABC).

SKILL AREAS

An automotive training program can request inspection in Automotive Fundamentals and one or more of the following seven recognized automotive skill areas:

1. Engine Repair
2. Brakes
3. Suspension
4. Drive Train
5. Heating and Air Conditioning
6. Electrical/Engine Performance
7. Emission

NOTE: *If an automotive program is currently certified by NATEF in any specialty area, this will satisfy ATTS equivalency. If an automotive program is currently a BAR Certified Institution, this will satisfy ATTS equivalency for the Emission area.*

LEVELS OF COMPETENCY

ATTS Certification provides three levels of competency. The three levels help standardize curricula statewide and provide an avenue for articulation between high schools and colleges. Each competency level acknowledges limitations of the program related to space, finances, available teaching time, and individual instructor qualifications. A lower certification level builds a foundation for the next level.

Level I: Automotive Technology Fundamentals, is designed to standardize the first exposure to automotive education and prepare the student to enter Levels II and III. A student who completes this level will be able to identify basic automotive components, perform routine maintenance, and have an understanding of basic tools, materials and methods. Graduates will require close supervision and guidance upon graduation.

Level II: Certification, available in skill areas 1 through 7, is a minimum vocational training program. Graduates of a Level II program have specialized in one or more skill areas and have sufficient knowledge to do basic service or repair, as directed, but will require overall supervision.

Level III: Certification is available in skill areas 1 through 7. A graduate of this program will have completed comprehensive training in one or more of the skill areas and will require minimum supervision.

TEAM MEMBER QUALIFICATIONS

The team members must be ASE certified in each skill area they will be inspecting. The team member responsible for inspecting the “Emission” area has to hold a current B.A.R. Smog Inspector and Repair License.

TEAM MEMBER DUTIES

You will observe students, gather facts and evaluate the program. The team leader will train the team on inspection procedures prior to inspection. The team leader will be available to you throughout the inspection.

TIME COMMITMENT

A complete Level III inspection: the team training session (after the dinner meeting) will take approximately one hour. Certification inspection for level III should take one day (8:00 am to 6:00 pm) or less for the team. The team will need about 1 hour to do inspection paper work and make the assessment.

A complete Level II inspection: the team training session will take approximately one hour. Certification inspection for Level II should take one day (8:00 am to 6:00 pm) or less for the team. The team will need about 1 hour to do inspection paper work and make the assessment.

The “Exit Report” will be given at the end of the inspection.

INSPECTION

All materials will be provided by ATTS and the school. Inspection process begins at 8:00 AM. The school will provide a parking permit and a campus map marked with the parking place that you must use. Most campuses will ticket you if you are not in the proper place and have the appropriate parking permit. The school may not be able to get a ticket “fixed” if you get a campus ticket.

FACT GATHERING

Observe students during Labs. Are they:

- Making good use of their time
- Productive
- Starting-up efficiently
- Using service and repair information
- Using safe and efficient tools
- Knowledgeable about tasks being performed
- Using a professional attitude
- Interacting with the instructor
- Using Personal Protective Equipment (PPE)

Student records should tell you what is actually going on:

- Repair orders
- Job sheets
- Parts ordering
- Progress Charts
- Grade books
- Records of repeated exercises
- Recording of student work on work orders

Tool Room:

- Check-out procedure
- Tool room organization
- Maintenance schedule

Advisory Committee:

- Review minutes

INSPECTION SCHEDULE Level III

After Dinner Meeting		Team Training
8:00 am	12:00 pm	Conduct Inspection
12:00 pm	1:00 pm	Lunch and Review Progress
1:00 pm	4:00 pm	Continue Inspection
4:00 pm	4:00 pm	Fill out Exit Reports
5:00 pm	6:00 pm	Review Report with staff and Administration

INSPECTION SCHEDULE Level II

8:00 am	9:00 am	Team Training
9:00 am	12:00 pm	Conduct Inspection
12:00 pm	1:00 pm	Lunch and Review Progress
1:00 pm	4:00 pm	Continue Inspection
4:00 pm	4:00 pm	Fill out Exit Reports
5:00 pm	6:00 pm	Review Report with staff and Administration