AUMT 2321 T-TEN
Automotive Lighting & Accessories  3 credit hours.

COURSE DESCRIPTION AND INTELLECTUAL COMPETENCIES:
Mastery of automotive vehicle service and component systems repair. Emphasis on mastering current automotive competencies covered in related courses. May be taught manufacturer specific.

EDUCATIONAL OBJECTIVE AND LEARNING OUTCOMES:
Demonstrate automotive shop safety, use tools and equipment properly; demonstrate proper handling of hazardous materials; and service, diagnose, and repair related vehicle systems.

S.C.A.N.S.
Students will learn to manage time, work in teams, work with different cultures, interpret/communicate data, select equipment and tools, maintain /troubleshoot technologies, read, write, arithmetic/mathematics, speaking, listen, think logically, problem solving and show individual responsibility.

COURSE:  AUMT 2321 - Section 41230  Automotive Lighting & Accessories
Class days  Lecture: M T W R 7:00am to 9:00 am.
Time  Lab:  M T W R 9:10am to 1:00pm
November 2, 2015 to November 27, 2015

CLASS LOCATION:  T-building, Career Technologies - Rm. T-181


TOOLS:  Eastfield College provides all necessary tools for your class work. Students who check out tools from the tool room will be financially responsible for their return in a clean and working condition.

T-TEN:  All T-TEN students must show documentation that they have completed the Toyota on-line portion of this class. Failure to complete the on line classes by the due date will result in a failing grade for this class.

All T-TEN students must PASS 2 ASE exams in order to successfully complete the T-TEN program.
DROPPING A CLASS: (Drop Date: **November 19, 2015** confirm with your fee receipt)
If at any time you wish to withdraw from this course with a grade of “W”, you must initiate that action yourself by going in person to Admissions, Counseling, or the Division Office and filling out the required forms. **INSTRUCTORS CANNOT AND WILL NOT DROP A STUDENT FROM A CLASS.** Failure to drop a class by this date will result in a performance grade based on the criteria contained in this syllabus. For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: https://www1.dcccd.edu/coursedrops.

DEVELOPMENTAL COURSES: The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student’s basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, Math 1414, etc. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. In some cases retesting will also be required. It is up to each student to be aware and informed about requirements that are subject to change. **Additional information is available from the TSI Office.** [https://www1.dcccd.edu/cat0910/admiss/tsi.cfm?loc=4](https://www1.dcccd.edu/cat0910/admiss/tsi.cfm?loc=4)

RELIGIOUS HOLIDAYS: Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within a reasonable time after the absence.

FINANCIAL AID STUDENTS:
If you are receiving Financial Aid grants or loans, you must begin attendance in all classes. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds. Failure to contact the instructor will result in your name being submitted to the Financial Aid Office as a “non-attendee.” All students receiving financial aid must open an Email account through NetMail. See directions in this syllabus for opening an Email account.
Financial Aid Statement Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester.
Students who fail to attend or participate after the drop date are also subject to this policy.
If you are receiving Financial Aid grants or loans and are enrolled in a Distance Learning class, you must show participation in this class prior to the certification date by either e-mailing or contacting the instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.

REPEATABILITY ISSUE:
Pending legislative action and DCCCD Board approval, effective for Fall Semester 2005, the Dallas County Community Colleges will charge a higher tuition rate to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing
Education/Workforce Training courses will result in higher tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. For complete information and updates, go to: [http://www.dcccd.edu/ThirdCourseAttempt/](http://www.dcccd.edu/ThirdCourseAttempt/).

**STUDENT E-MAIL:**
Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. Faculty and students must have and use a DCCCD account for all correspondence relating to academic coursework. For information on setting up a DCCCD student email account go to: [http://www.dcccd.edu/netmail/home.html](http://www.dcccd.edu/netmail/home.html).

**EMERGENCY/INCLEMENT WEATHER PROCEDURE:** In case of emergency or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 a.m. Students may also refer to the Eastfield College web page [www.eastfieldcollege.com](http://www.eastfieldcollege.com) for the Inclement Weather announcement under the Features area of the front page. The announcement will be posted immediately following the decision to close the college.

**PRINTING ON CAMPUS:** Printing in the Computer Lab (L-108), Library, and Learning Assistance Center will cost 5 cents a page. Students must bring a $1.00, $5.00, $10.00, or $20.00 bill to the lab to create an account. Accounts must be created before attempting to print. No change is made in the lab. Once the money is in the bill acceptor, it cannot be retrieved. Cash refunds are not possible. Accounts stay active as long as the account has value.

**OBTAINING YOUR GRADES AT THE END OF THE SEMESTER:** Grade reports are no longer mailed. Convenient access is available online. Just use your student identification number when you log in to e-Connect. Web site address: [http://econnect.dcccd.edu/](http://econnect.dcccd.edu/).

**INCOMPLETES:** Due to the high percentage of grade based on lab experiences and the supervision required thereof incompletes will not be given. If situation warrants a grade change to a “W” will be given. Student is responsible for making arrangements with instructor.

**THE CODE of STUDENT CONDUCT:** Student Grievance Procedure, Computer Use Policy, Computer Software Policy, Firearms Policy and Communicable Disease Policy are common to all the colleges of the Dallas County Community College District. Certain words in the policies and procedures have been changed to reflect a college perspective; for instance, "District" may have been changed to "college." A complete listing of policies and procedures may be found in the DCCCD Policies and Procedures Manual in the college president's Office.

**Academic Dishonesty Policy:** Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by college policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion. "Cheating on a test" shall include:
- Copying from another student's test paper.
- Using test materials not authorized by the person administering the test.
All forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion.
Collaborating with or seeking aid from another student during a test without permission from the test administrator.

Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test.

The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.

Substituting for another student, or permitting another student to substitute for one's self, to take a test.

Bribing another person to obtain an unadministered test or information about an unadministered test.

"Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.

"Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

**DISCIPLINE:** Any student violating this policy shall be subject to disciplinary sanctions including suspension, in accordance with The Code of Student Conduct. A "violation" means an act or omission which is contrary to a published college regulation or policy. Sanctions for violations of prohibited conduct for (1) through (6) may result in expulsion; for (7) through (20) may result in sanctions other than expulsion or suspension. Repeated or aggravated violations of any provision of this code may also result in expulsion or suspension or in the imposition of such lesser penalties as are appropriate.

"Aggravated violation" means a violation which resulted or foreseeable could have resulted in significant damage to persons or property or which otherwise posed a substantial threat to the stability and continuance of normal college or college-sponsored activities. (Source: [https://www1.dcccd.edu/cat0203/ss/code.cfm](https://www1.dcccd.edu/cat0203/ss/code.cfm))

If you engage in academic dishonesty related to any class, you will receive a failing grade on the test or assignment and a failing grade in the course. In addition, the case will be referred to the Dean for appropriate disciplinary action.

**AMERICANS WITH DISABILITIES ACT (ADA) ADA SERVICES:** If you are a student with a disability and/or special needs who requires ADA accommodations, please contact Eastfield College Disability Services Office at 972-860-8348. For any testing accommodation, you must go through the EFC Disability Services Office.

Educational opportunities are offered by the Dallas County Community College District without regard to race, color, age, national origin, religion, sex or disability.

**Family Educational Rights and Privacy Act of 1974 (FERPA):** In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

**ATTENDANCE & PUNCTUALITY** You are expected to attend all classes and are fully responsible for your attendance and punctuality. 15 points will be assessed at the beginning of
class and after breaks for being tardy and an additional 15 points will be assessed every 30 minutes thereafter. You are considered tardy one minute after you are due in class. Every 3rd tardy will result in an additional 100 point deduction from your grade and will count as an absence. Absences in more than 2 class periods will result in a grade of “F”. An excused absence is still counted as an absence and your grade will reflect the days missed. Make up session may be available at the Instructor's discretion. Students are responsible to coordinate any arrangement with their Instructor.

Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

**GRADING CRITERIA/SCALE:** In keeping with the policy and goals of the Dallas County Community College, 20% of each student's grade will be determined based on class participation, attitude, and behaviors. Students are expected to show professionalism and respect to the instructors and each other. All assigned work must be turned in on time. Late work will not be accepted.

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<thead>
<tr>
<th>Daily</th>
<th>Total Percentage Value</th>
<th>10%</th>
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<tbody>
<tr>
<td>Lab Sheets</td>
<td>20%</td>
<td>Grading:</td>
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<tr>
<td>Exams</td>
<td>20%</td>
<td>90-100</td>
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<tr>
<td>Written Final</td>
<td>10%</td>
<td>80-89</td>
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<tr>
<td>Lab Final</td>
<td>30%</td>
<td>70-79</td>
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<tr>
<td>Total</td>
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<td>0-69</td>
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**Grading:**

- 90-100 = A
- 80-89 = B
- 70-79 = C
- 0-69 = F

**DAILY GRADING CRITERIA:** Each class period (lecture or lab) is a separate grade with a maximum possible of 100pts. Points will be deducted from the maximum 100 pts for the following infractions.

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<tr>
<th>Daily</th>
<th>Total Percentage Value</th>
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<tbody>
<tr>
<td>Tardy</td>
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<td>-15pts</td>
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<td>Cell Phone Usage</td>
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<td>Safety Glasses</td>
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<td>Class Disruption</td>
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<tr>
<td>Driving Outside Compound</td>
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<td>-100pts</td>
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<tr>
<td>Leaving Early</td>
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<tr>
<td>Professionalism</td>
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<td>-10pts</td>
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<tr>
<td>Lab Sheets</td>
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</tr>
<tr>
<td>Daily Test</td>
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<td>Written Final</td>
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<tr>
<td>Lab Final</td>
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<td>30%</td>
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**ADDITIONAL GRADE ELEMENTS:** Your Instructor will also evaluate you on the following:

- Ability to take constructive feedback.
- Attitude; Respect for self and others.
Ability to work as a team  Safety concerns.
Flexibility and adaptability  Professional appearance/dress code

**CLASSROOM ENVIRONMENT:** (describe your expectations related to drink/food in the classroom, cell phones, PDAs, laptops, etc, what about coming in late to the class? Leaving early? What are the consequences for such behavior?)
The following items are not allowed in class or lab.
Cell phones  MP3 Players
Newspapers  Lap Top Computers
Others as Deemed by instructor

**Food and Drink Policy**
Food, drinks, and tobacco products are prohibited in Eastfield College classrooms.

**CODE OF CONDUCT:** Failure to abide by this code may result in disciplinary action up to and including suspension, expulsion, and criminal prosecution.
Theft will not be tolerated under any circumstances. Any and all cases of theft will be prosecuted to the fullest extent of the law.
The lab computer is for TIS, All Data, & Mitchell on Demand use ONLY. Any other use will result in removal from class and a grade of 0 for that class period.
Profane, Vulgar, or Offensive language will not be tolerated. Use of such language will result in removal from class and a grade of zero being issued for that class period.
The Speed Limit in the Compound is 5mph.
Students will not work in the lab until the instructor has completed a safety orientation.
Students will not enter the lab unless an instructor or lab assistant is present.
Students will conduct themselves in a professional manner at all times. Running and horseplay in the lab or classroom is dangerous, and will not be tolerated.
Absolutely no use of cellular telephones will be permitted during class or lab periods. Turn all cell phones off when entering class. If it rings it will affect your grade negatively.
Destruction of school property will not be tolerated and will be prosecuted to the fullest extent of the law.
Students must be appropriately dressed. No loose clothing. No open shoes (sandals). Jewelry must be removed before operating equipment or working on vehicles.
SAFETY GLASSES must be worn at all times in the lab. Safety glasses must be Z87 rated or better. Dark tinted safety glasses are not acceptable. If you fail to bring them to class you will not be allowed to participate, and will receive a zero for that days grade. THE TOOL ROOM NO LONGER CHECKS OUT SAFETY GLASSES!!!!!
Know the location and proper use of fire extinguishers.
Report all unusual or unsafe conditions.
Do not use any tool that is not in good working condition, or for any purpose other than that for which it was designed.
Report all injuries to the instructor immediately.
Do not attempt to operate any equipment until properly trained and authorized to do so.
Use drain pans for leaks and to catch drained fluids. Clean Up Spills Immediately!!!
All combustibles and flammables must be properly stored.
Welding, painting and other operations requiring specialized safety gear will not be done without using proper gear and in designated areas.
All materials will be disposed of in proper receptacles, in accordance with EPA, state, and local mandates. Anyone violating mandates is subject to disciplinary action.
All students are responsible for cleaning their work areas in the classroom and the lab. FAILURE TO DO SO WILL NEGATIVELY AFFECT YOUR GRADE.
This code is in addition to, not a replacement for the DCCCD code of conduct printed in the college catalog. https://www1.dcccd.edu/cat0304/ss/code.cfm

Vehicle Work Guidelines:

The following guidelines will be observed in order to work on student vehicles during lab. Only an AUMT registered student may work on their vehicle in the lab. The student must have a valid paid work order before starting work on the vehicle. Limit of 2 work orders per student per semester.

The work being performed must be related directly to the class and in line with the curriculum. Work must be able to be completed during that lab session. No heavy line work.

All vehicles will leave the compound at the end of the lab session. Any vehicle left in the lab or compound, even with a work order, will be towed at the owner’s expense without notice.

The tool room will not supply any consumable products. Example: no cleaners, no silicones or sealers, no parts, no oil, no atf, no anti freeze, no sand paper, etc.

Any infractions will result in the instructor losing the privilege of their class being able to work on their vehicles for the

This Syllabus may change as needed

Eastfield College
AUMT-2321 Automotive Electrical Lighting & Accessories
T-TEN Course-652 Body Electrical Diagnosis

This is a hybrid course in the sense that class room presentations as well as internet assignments through Ecampus will be used in this class.

E-CAMPUS: It is imperative and the responsibility of the student to monitor Ecampus for assignments, quizzes and tests. Work to be completed outside of the classroom will be assigned and turned in via Ecampus.

eCampus login- http://ecampus.dcccd.edu/ . Can be accessed from the Eastfield College homepage www.eastfieldcollege.com

ecampus login- e +student id number

The student should keep in mind and prepare themselves accordingly, that some of the outlined material may not be covered in the classroom. The student will still be accountable for this material. The student must take charge of their learning. It is imperative that the student be prepared for class on a daily basis.

(All topics and assignments are in the Automotive Electricity and Electronics textbook unless otherwise noted)

This Syllabus may change as needed
<table>
<thead>
<tr>
<th>Topic</th>
<th>Textbook Material</th>
<th>Worksheets</th>
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<tbody>
<tr>
<td>Course Pre-Test</td>
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<tr>
<td>Review of Electrical Circuit Theory</td>
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<tr>
<td>Tracing Current Flow Using the EWD EWD Viewer in TIS</td>
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<tr>
<td>Electrical Diagnostic Tools Electrical Troubleshooting Introduction to Body Electrical</td>
<td>T652 Section 3 Electrical Diagnostic Tools T652 Section 4 Six Step Troubleshooting Plan</td>
<td>1. L652WS TW02 Electrical Diagnostic Tools 2. L652WS TW03 Tracing Circuits</td>
</tr>
<tr>
<td>Lighting Circuits Signal Circuits Circuit Analysis and Troubleshooting</td>
<td>Ch. 23, Lighting &amp; Signaling Circuits T652 Section 5 Diagnosing Body Electrical Problems</td>
<td>1. L652WS TW02 Electrical Diagnostic Tools 2. L652WS TW03 Tracing Circuits</td>
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<td>Lighting Circuits Signal Circuits</td>
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<td>1. Circuit Analysis and Troubleshooting Lab Packet 1</td>
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<tr>
<td>Subject</td>
<td>Chapter Reference</td>
<td>Lab Assignments</td>
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<tr>
<td>Driver’s Information Navigation Systems Horn Circuit Diagnosing Body Electrical Problems</td>
<td>Ch. 24, Driver Information and Navigation Systems Ch. 25, Horn, Wiper, and Blower Motor Circuits</td>
<td>1. Circuit Analysis and Troubleshooting Lab Packet 1</td>
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<td>Wiper Circuit Blower Motor Circuits Circuit Analysis</td>
<td>Ch. 26, Accessory Circuits</td>
<td>1. Circuit Analysis and Troubleshooting Lab Packet 1</td>
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<td>Troubleshooting Bugged Cars</td>
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<td>1. Lab Packet 2</td>
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<tr>
<td>Troubleshooting Bugged Cars</td>
<td>Review all concepts and theories. Identify areas of instruction that require further coverage. Perform repairs on vehicle faults</td>
<td>1. Lab Packet 2 2. Complete all lab assignments. 3. Turn in completed worksheets. 4. Clean lab. 5. Inventory tools. 6. Repair any faults on vehicles.</td>
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<tr>
<td>I. White Team-Lab Final</td>
<td>1. White Team - Auto Tech Lab Lab Final Exam</td>
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