

Palomar College ROP

Auto Body Repair I

Occupational Knowledge and Skills

- 1 **SHOP PROCEDURES**
- A Complies with environmental, health and safety regulations or guidelines.
- B Understands significance of MSDS.
- C Accurately identifies, properly uses and maintains tools and equipment.
- D Uses correct industry terminology in written and verbal communication.
- E Demonstrates ability to calculate, measure and apply basic mathematical principles.
- F Demonstrates understanding of estimating concepts and process.
- 2 **PREPARATION**
- A Reviews damage report and analyzes damage to determine appropriate repair methods.
- B Removes damaged or necessary trim and moldings.
- C Removes panels and components that may interfere with or be damaged in repair.
- D Removes dirt and wax from area to be repaired.
- 3 **METAL FINISHING**
- A Grinds paint from damaged area.
- B Sands damaged area.
- C Mixes and applies filler; sands to original contour.
- 4 **REPAIRS, REPLACEMENTS AND ADJUSTMENTS**
- A Determines extent of damages and direction of impact to plan methods and order of repair.
- B Removes, replaces and/or aligns body parts and checks for fit.
- C Welds cracked or torn body panels.
- D Restores contour of stretched body panel areas, using heat shrink technique.
- E Restores contour of stretched body panel areas, using cold shrink technique.
- F Cuts and removes damaged body sections with pneumatic and other tools.
- G Applies protective coatings and sealants.
- 5 **GLASS AND HARDWARE**
- A Inspects, adjusts, repairs and/or replaces glass components, channels and mechanisms.
- 6 **FRAME INSPECTION AND REPAIR**
- A Determines extent of structural damage, measuring against manufacturer's specifications.
- B Straightens and aligns body components.
- C Cleans, primes and coats repaired unibody structural areas.
- 7 **ESTIMATING**
- A Demonstrates knowledge of estimating concepts.
- B Calculates repair costs and completes industry standard form.
- 8 **SANDING AND PREPARATION**
- A Chemically and mechanically removes paint finish.
- B Masks trim and other areas not to be refinished.
- C Cleans area to be refinished with proper solvent.
- 9 **PRIMING AND SEALING TECHNIQUES**
- A Selects primer appropriate to task.
- B Mixes and sprays primer.
- C Dry or wet sands primed surfaces.
- D Applies sealer.
- E Applies adhesion promoter.
- F Applies stone chip-resistant coating to lower body areas.
- G Restores corrosion-resistant coatings, caulking and seam sealers to repair areas.

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10 SPRAY PAINTING PROCEDURES

- A Selects proper base and finish coat.
- B Masks and covers portions of surfaces not to be painted.
- C Prepares paint for application according to manufacturer's recommendations.
- D Selects proper air pressure and spraying techniques.
- E Applies final coat.

11 AUTOMOTIVE COLOR MATCHING

- A Understands color matching concepts and complexities.

12 PAINT CARE

- A Cleans and details vehicle after refinishing.
- B Performs sanding, buffing and polishing processes for finish.

13 PAINT PROBLEMS AND SOLUTIONS

- A Identifies and corrects spray pattern problems.
- B Identifies and corrects poor adhesion problems.
- C Identifies and corrects color problems.
- D Identifies and corrects the appearance of fish eyes, lifting distortion, shriveling, overspray and pinholing.

Workplace Skills and Behavior

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- A Consistently arrives on time.
- B Participates in discussion and activities in a positive manner.
- C Demonstrates professionalism in appearance and behavior.
- D Prioritizes and organizes tasks to ensure timely and accurate completion.
- E Accesses and utilizes resources appropriately including written materials and technical support.
- F Understands and communicates the principles and basic terminology of the collision industry.
- G Follows established procedures.
- H Performs basic mathematical computations.
- I Demonstrates ability to work independently.
- J Functions as a team member, working cooperatively/collaboratively in a simulated workplace environment.
- K Demonstrates an understanding of the collision industry and can discuss the application of individual skills mastered relative to the industry.
- L Respects diversity.

Job Acquisition Skills/Lifelong Learning Opportunities

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- A Completes an appropriate resume and job application.
- B Models job interview techniques.
- C Attains awareness of advanced career and educational opportunities and the need for continuous education.