

**MAYLAND COMMUNITY COLLEGE**  
**Welcomes You To:**

**AUB 121.10,30,40,50**  
**Non-Structural Damage I**  
**Credit Hours: 3    Contact Hours: 5**

**FALL 2007**

**Course Description**

This course introduces safety, tools and the basic fundamentals of body repair. Topics include shop safety, damage analysis, tools and equipment, repair techniques, material selections, material usage and other related topics. Upon completion students should be able to identify and repair minor direct and indirect damage including removal/replacing of body panels to accepted standards.

**Prerequisites:** None

**Corequisites:** None

**Instructor Information**

**Instructor:** James M. Buchanan  
**Office Location:** Auto Body Shop  
**Telephone Number:** (828) 765-7351 ext. 286  
**E-mail Address:** [jbuchanan@mayland.cc.nc.us](mailto:jbuchanan@mayland.cc.nc.us)  
**Office Hours:** M-F: 7:30-8:00am  
M: 11:30am-12:00pm

**Course Information**

**Class Details:**

1. Meeting times: In accordance with schedule  
AUB 121.10- Tuesday: 9:30-11:20am, 12:00-2:50pm  
AUB 121.30, 40, 50 - Thursday & Friday: 12:00-2:20pm
2. Class location: Auto Body Shop

**Required Text(s):**

1. *Motor Auto Body Repair* (Delmar Publishing, Inc.)
2. *I-Car Professional Automotive Collision Repair* (Delmar)

**References:**

1. I-Car Manuals
2. Manufacturer Manuals and videos

**Course Objectives/Competencies:**

1. To introduce the student to straightening metals of various types.
2. To teach students how to work safely and proper use of hand tools and power tools.
3. To introduce students to proper alignment of body panels using latest methods.
4. To teach students in proper use of body filler and safety precautions.
5. To increase student knowledge of different types of panel replacement.

**Course Content:**

1. Hand-on practice in shop and demonstrations
2. Classroom participation and assignments
3. Teach students in safety and proper methods
4. Work with students to determine strength and weaknesses

**Attendance Policy/Tardiness/Make-Up Work:**

1. Students are expected to be present and on time for all scheduled classes. 25% of your grade will be from attendance records.
2. Excessive tardiness and days absent will affect the 25% attendance grade.
3. Make-up work will be done on individual basis with instructor.

**Grading Criteria/Tests/Projects:**

Grades are earned from these areas:

- |  |     |
|--|-----|
| 1. Live projects and shop participation: | 50% |
| 2. Attendance:                           | 25% |
| 3. Classroom work:                       | 25% |

**Grading Scale:**

- A = 100-92**
- B = 91-84**
- C = 83-76**
- D = 75-70**
- F = Below 70**

**Inclement Weather Procedures:**

In case of inclement weather, students are reminded to use good judgment when making travel decisions. The student's responsibility will be to call the instructor if not able to make it to class.

**Academic Standards/Student Expectations/Ethics:**

1. Regular class attendance
2. Participation in shop projects
3. Complete all practice shop assignments
4. Work safely in shop area
5. Pass test from text and shop projects

**Withdrawal Dates:**

**Fall 2007**

End of Unconditional Withdrawal  
End of Conditional Withdrawal

Tuesday, September 25, 2007  
Thursday, November 01, 2007

**Any student requesting special accommodations for this course due to a disability should apply for services through the SOAR Office or the Counseling Center, which will document the disability. A counselor will then help determine which accommodations, if any, the student needs for success in this course.**

**Course Outline/Weekly Topics**