

Auto Upkeep Academy

Course Syllabus

(Please Note: This is a sample course syllabus. Please modify to meet your needs.)

Instructor:

School:

Course Number:

Contact Info:

Office Hours:

Purchase access to the Auto Upkeep Academy at: <https://academy.autoupkeep.com/>

Description:

Auto Upkeep is an introductory automotive program that focuses on what all car owners should know and be able to do. This program focuses on the fundamental knowledge and experience in owning and maintaining an automobile. Discover how to choose a quality repair facility, buy a car, choose an insurance policy, handle roadside emergencies, diagnose common problems, and communicate effectively with technicians. You will learn about safety, tools, automotive systems, and how to complete basic maintenance and repairs. For individuals that want to pursue Automotive Technology as a career, Auto Upkeep provides a solid foundation critical to maintenance, light repair, auto ownership, and how cars work. The Auto Upkeep Academy includes 21 courses. Think of these courses as chapters within a textbook, but interactive. Each course takes approximately 5 to 8 hours depending on the number of hands-on and Internet-based activities completed.

Goal:

This program is designed to provide you with the necessary environment and interactions to advance your knowledge and understanding in owning, maintaining, and repairing the automobile.

Content Delivery Method:

This program is delivered through the Auto Upkeep Academy at [Academy.AutoUpkeep.com](https://academy.autoupkeep.com). Depending on if this is a total distance learning course or a hybrid (in-class and distance learning mixed), the activities may be completed at home or in school. Lab/shop activities include completing designated procedures that involve inspection, replacement, and identification of automotive components. Some activities are hands-on, others are Internet-based. During lab/shop activities you will apply knowledge obtained from the Auto Upkeep Academy to further advance your understanding of the automobile. The activities are downloadable in each course as a fillable pdf. Ask your instructor if you are to upload the completed activity within the Auto Upkeep Academy or to your school's Learning Management System (LMS).

Competencies/Skills:

Please see the downloadable files at <https://www.autoupkeep.com/standards/>

Course Evaluation:

You will be evaluated on the achievement of the tasks/skills as listed on the competency profile, Auto Upkeep Academy progress, lab activity completion, and tests.

Grade Distribution/Weight

10% Daily Logins (Logging into Academy.AutoUpkeep.com each school day)

15% Online Lesson/Topic Review Questions (Accumulated as “Miles”)

20% Lab/Shop Activities

15% Online Course Review Questions (Accumulated as “Tools”)

20% Online Tests

20% Competency Profile

Grades:

Assessments and assignments will be recorded in the grade book on a 4 point scale and averaged together within the main categories (Daily Logins, Online Lesson/Topic Review Questions, Lab/Shop Activities, Online Course Review Questions, Online Tests, and Competency Profile) to establish a final grade.

4.0 = A	2.7 = B-	1.3 = D+
3.7 = A-	2.3 = C+	1.0 = D
3.3 = B+	2.0 = C	0.7 = D-
3.0 = B	1.7 = C-	0 = F

Safety:

It is essential that each student follows all safety guidelines, rules, and procedures as discussed in class and demonstrated in the lab/shop or through video conferencing. Safety glasses are required for all hands-on lab activities. Do not complete activities at home unless authorized by your instructor. Wear appropriate Personal Protection Equipment (PPE) at all times.

Grading Explained:

Daily Logins – The Auto Upkeep Academy keeps track of your daily logins. Log into the website to receive credit. Earn 10 “Miles” per daily login.

Online Review Questions – Short review questions are listed at the bottom of Academy lesson and topic pages. Earn 25 “Miles” per correct answer.

Miles Explained - As you accumulate miles, destinations will be unlocked on your travel route. These include national parks, historical sites, and other locations. Your travel route will take you from Yellowstone National Park to Theodore Roosevelt National Park visiting 48 states and driving over 16,000 miles.

Lab/Shop Activities – These activities extend what you have learned after going through the content in the Auto Upkeep Academy. Please verify with your instructor which activities are required.

Online Course Review Questions – The course review questions are listed before you take the online test. When you complete the course review questions, you will receive virtual credits. Think of virtual credits as virtual money.

Virtual Credits Explained – Virtual credits allow you to purchase virtual tools from the tool store. Purchase virtual tools to learn about each tool and to add them to your tool box.

Online Tests – Each course has a 20-question test at the end. Achieve an 80% or better to earn a certificate. Your instructor may allow you to retake the test. Your test is automatically graded upon completion.

Course Certificate Explained - To earn a Course Certificate you must complete all of the lessons and topics in the course, plus achieve 80% or better on the course test. Please verify with your instructor which activities are required.

Competency Profile – The competency profile will be used to identify to what extent you have mastered specific concepts.

18 Week Schedule

Weeks 1 – 3

Foundational Courses

It is recommended to complete How Cars Work, Safety Around the Automobile, and Tools and Equipment first. These courses will give you a solid foundation to build upon.

How Cars Work
Safety Around the Automobile
Tools and Equipment

Weeks 4 - 9

Consumer Education Courses

Every car owner should know how to buy an automobile, calculate automotive expenses, communicate effectively with technicians, check fluids, and diagnose common problems. These courses will help you become a more informed automotive consumer.

Buying an Automobile
Automotive Expenses
Repair Facilities
Auto Care and Cleaning
Fluid Level Check
Automotive Accessories
Common Problems and Roadside Emergencies
Alternative Fuels and Designs
Electric Vehicles

Weeks 10 – 18

Automotive Systems Courses

These courses will teach you how all the systems of the automobile work together.

Electrical System
Lubrication System
Fuel System
Cooling System and Climate Control
Ignition System
Suspension, Steering, and Tires
Braking System
Drivetrain
Exhaust and Emission System