



AUTO 735 AA Transmission & Drivelines Fall 2017

CRN: 86508

Instructor:	Thomas G. Broxholm	Phone:	650-738-4131
Office Location:	11-104	Email:	broxholm@smccd.edu
Office Hours:	Tuesday through Friday 1:10p to 2:10p. (11-104)	Website	http://www.smccd.net/accounts/broxholm
Class Duration:	8/16/2017 to 12/12/2017	Time:	8:00am to 1:20 pm Tuesday - Friday

Classroom: 11-107

Final Exams: 12/12/2017 to 12/15/2017

Course Units: 15 units Transferable to the CSU system.

Prerequisites: Admission through the special automotive application.

Communication: Communication outside of class meetings will primarily be done via email using the students district email address that is: username@my.smccd.edu.

Internet Exercises: Internet based exercises, homework, quizzes & exams will be done using Canvas You can access Canvas at: <http://skylinecollege.edu/canvas/>

Books & Materials: All Required

- Manual Drive Trains & Axles 8th Edition. By: James D. Halderman ISBN # 0-13-462836-5.
- Automatic Transmissions & Transaxles. 7th Edition By: James D. Halderman ISBN # 0-13-461679-0
- Notebook, paper, #2 pencil.
- Computer access with Internet.
- Safety Glasses.
- Basic Tool Set.

October 3, 2017 – Tool Check Day

Description:

This course is designed to give the student a through understanding of Automotive driveline systems. Automotive drivelines are defined as: Manual & Automatic Transmissions/Transaxles, Transfer Cases, Clutch Systems Differentials, Drive Shafts and Axle Shafts. Theory, servicing, overhaul and system diagnosis will be stressed. Forty Five percent of this course will be hands on work experience.

This course also contain Internet Web based training and testing.

Homework & Quizzes:

All homework is done online via Canvas. Online homework will have a posted deadline. Paper homework or assignments if given will also be given with specific instructions. Online homework will not be accepted late. No late assignment will be excepted after the assignment has been graded.

There are **NO** makeup quizzes. Quizzes can and will be given without prior notice. There will be open and closed note quizzes along with oral and webbassed quizes through out the semester. Tests, quizzes & homework may be administered in paper form or on-line using Canvas.

The student is responsible to keep photo or duplicate documentation of all assignments completed online.

Homework Assignments:

Homework questions online via Canvas are to be submitted using Canvas. You will be allowed two chances to answer the questions after submitting your answers. Questions and answer may be randomized and taken from a pool of questions. The correct answers along with feedback on each question can be viewed on Canvas after the due date and time. A separate answer document will be available for viewing after the due date.

Final Exam:

The written final exam is broken up into thirds. Each exam will be given right after the completion of each subject. Final exams are often given using Canvas so computer and internet access is necessary.

- Clutches, Transfer Cases, Manual Transmission and Transaxles.
- Differentials and Drive Shafts
- Automatic Transmission and Transaxles

Indirect Assessment:

Indirect assessment is a subjective observation grade by the instructor combined with a rubric of questions the instructor will use to score each student.

You may request to see these questions anytime through the semester.

Student Evaluation:

This is done on a point system with category weights. Canvas scores are for individual assignments. The Canvas grading program is not used to calculate your final course grade.

Grading Policy:

Homework -----	12 %	Participation -----	13%	Indirect Assesment -----	7%
Quizes -----	6%	Lab -----	12%	Weekly Quiz -----	10%
Written Final exams -----	30%	Online Modules----	10%		

The above percentages are subject to change and the students will be notified if a change is made.

Course Grading:

A = 93% - 100%	B+ = 87% - 89.9%	C+ = 77% - 79.9%	D+ = 67% - 69.9%
A- = 90% - 92.9%	B = 83% - 86.9%	C = 70% - 76.9%	D = 60% - 66.9%
	B- = 80% - 82.9%		F = 59.9% and below.

Department Seniority:

Enrollment into additional semesters within the automotive department is based on seniority within the automotive department. Seniority is given to all students who achieve a grade "C" or better in their previous automotive classes and have purchased all of the basic tool set tools.

Progress Reports:

Students will be emailed a progress report right after I update grades. Progress reports are updated approximately every 2 to 4 weeks. All email messages are sent to the students district email address which ends in: @my.smccd.edu. Reply's to progress reports will not be read due to the mail server that is being used to send them.

Student Learning Outcomes:

Mastery of these SLO objectives is proportional to the students grade in the class.

Upon successful completion of the course the student will be able to:

- Develop and improve the students automotive driveline terminology and to demonstrate knowledge of the operational principals of: Manual & automatic transmission/transaxles, clutches, differentials, drive axles/shafts, transfer cases, all wheel drive & four wheel drive systems.
- Build the students critical thinking skills and formulate methods and techniques for diagnosis, overhaul & repair of: Manual & automatic transmission/transaxles, clutches, differentials, drive axles/shafts, transfer cases, all wheel drive & four wheel drive systems.

Student Conduct:

Conduct in class is very important and all students are expected to act as an adult college student. That means being ready to start class on the designated time, being prepared for class by having paper, pencil, Scantrons, safety glasses, and tools. No social talking during lecture, no cell phones, no computer Internet during lecture, no immature noise making, no throwing of objects, no plagiarism, no cheating on tests or quizzes and no copying of someone else's work. All students are expected to complete all homework and take home assignments on time. All students are expected to adhere to the student conduct rules that are found in the student handbook section 7.69. If you cannot behave appropriately you may be asked to leave for the day or you may have to forfeit your phone during class time.

Cell Phones:

Cell phones must be turned off not used during class except when the teacher allow you to use them as a calculator, stop watch or camera. Cell phones, pads or laptops may be taken away for the day if a student can not follow the rules.

Smoking:

Smoking is only allowed in designated parking lot area which are clearly marked.

Support Services:

The library is located in building 5, all student services are located in building 2, Automotive reference material and information can be found on one of the automotive computers. Special website links are setup on our home page for automotive related research.

DRC:

All Disabled Resource Center (DRC) students who wish to have additional considerations must identify themselves to the instructor as a DRC student. In addition if the student needs additional accommodations he/she must obtain an accommodation letter from the DRC office. The DRC office is located in building 5 room 5132 and can be reached at (650) 738-4280.

Class Participation:

Class participation is a combination of participating in class activities, attendance, tardies and leaving early. Attendance and tardies is taken with a bio-metrics finger print reader. Class starts at 8:00 am. All students must be clocked in **before** 8:00 am and in the classroom ready to go at 8:00 am. The bio-metric clock is the official clock in time unless for some reason it is grossly misadjusted.

To be fair to everyone there are no excused absences or tardies.

Students clocking in on or after 8:00 am will be considered tardy. Students who clock in after 8:20 am will be considered absent for the day. Extenuation circumstances are at the discretion of the instructor.

Each student is assigned 100 attendance points for the semester. Each tardy will reduce that number by 2 points. Each absence will reduce that number by 5 points.

Each student is allowed up to 9 absences. Upon the 9.5 absence score the student could be dropped or given a failing grade for the course. Every 2 tardies is considered as 1 absence towards this policy. Any combination of absences and tardies can add up to the attendance status of 9.5 absences.

Special or extenuating circumstances must be approved by the instructor.

Extensive Absenteeism:

Any student who is absent four or more days within the first two weeks (8 class meetings) of school without communicating with the instructor could be dropped from the class.

Any student missing 8 or more consecutive class meetings without communicating with the instructor for an approved reason could be dropped from the class.

Title IX (Sexual misconduct, Harassment, and Assault)

The San Mateo County Community College District is committed to maintaining safe and caring college environments at Canada College, College of San Mateo and Skyline College. The District has established policies and procedures regarding Sexual Misconduct, Harassment, and Assault. A District website has also been developed which provides you with important information about sexual misconduct and sexual assault, <http://smccd.edu/titleix/> To learn more about these issues and how you can help prevent them, you are encouraged to view the **Not Anymore** videos, which can be found on **WebSMART** under the **Student Services** link.

Important dates:

August 29 -----Last Day to Drop Semester Length Classes with a Partial Refund
August 29 -----Last Day to Add Semester Length Classes
September 4----- Last Day to Drop Semester Length Classes Without Appearing on Record
September 4----- Labor Day (No School)
October 6 -----Last Day to Apply for Degree – Certificate
October 11----- No School
November 10 ----- Veterans' Day No School
November 15 ----- Last Day to **Withdraw** From Semester Length Classes
November 23 - 24 ----- Thanksgiving Break No School
December 10 - 16 ----- Final Examinations (Day and Evening Classes)