# Competency Task List – Secondary Component

# Autobody/Collision and Repair Technology/Technician CIP 47.0603

**High School Graduation Years 2025, 2026, 2027**

## 100 Safety

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 101 | Follow safety rules.  |   |   |
| 102 | Use personal safety devices and clothing.  |  |  |
| 103 | Locate and identify fire extinguishers. |  |  |
| 104 | Locate and operate emergency switches. |  |  |
| 105 | Explain fire and tornado drill procedures. |  |  |
| 106 | Demonstrate handling of hazardous materials. |  |  |
| 107 | Follow chemical disposal techniques. |  |  |
| 108 | Operate shop and spray area ventilation systems. |  |  |
| 109 | Identify and follow rules for care and safe use of hand tools. |  |  |
| 110 | Identify and demonstrate safe and proper use of power tools and equipment.  |  |  |
| 111 | Identify the proper methods and options for safely moving vehicles in the shop area. |  |  |
| 112 | Identify information on Safety Data Sheets (SDS). |  |  |
| 113 | Demonstrate the ability to secure vehicles on jack stands and/or hydraulic lifts. |  |  |

## 200 Vehicle Design and Construction

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| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 201 | Identify the differences between various vehicle construction types.  |   |   |
| 202 | Identify and describe structural and nonstructural panels of a unibody vehicle. |   |   |
| 203 | Determine the various materials used in vehicle construction.  |   |   |

## 300 Panel Replacement and Alignment

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| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 301 | Identify the principles of full or partial panel replacement (bonded, bolted, welded, or riveted).  |  |   |
| 302 | Remove, reinstall, and align bolt on panels. |  |   |
| 303 | Remove and reinstall wheel/tire assembly.  |  |  |
| 304 | Aim headlights using mechanical aiming equipment.  |  |  |
|  | RESERVED (305) |  |  |

## 400 Trim and Hardware

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
|  | RESERVED (401) |  |   |
| 402 | Determine types of fasteners. |  |   |
| 403 | Remove and replace adhesive-held molding and trim. |  |  |
| 404 | Remove and install seats. |  |  |
|  | RESERVED (405) |  |  |
| 406 | Remove and install interior parts and hardware. |  |  |
| 407 | Remove and install exterior parts and hardware. |  |  |
| 408 | Remove and install exterior trim, moldings, and emblems. |  |  |

## 500 Metal Finishing

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 501 | Select proper metal straightening tools.  |   |   |
| 502 | Evaluate stretched metal for repair. |   |   |
| 503 | Demonstrate the use of weld-on and/or adhesive method to repair sheet metal. |  |  |
| 504 | Repair metal to meet industry standards. |  |  |
| 505 | Explain the characteristics of aluminum repair and tools required. |  |  |

## 600 Body Fillers

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 601 | Select correct body filler and tools. |   |   |
| 602 | Prepare surface for body filler. |   |   |
| 603 | Mix and apply body filler. |   |   |
| 604 | Sand body fillers to correct contour. |   |   |

## 700 Glass and Hardware

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 701 | Remove and reinstall a door window regulator. |   |   |
| 702 | Remove and reinstall moveable door glass. |  |  |
| 703 | Describe the removal and replacement of stationary glass. |  |  |

## 800 Structural Component Repair and Damage Analysis

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| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 801 | Classify the various types of structural damage a vehicle can sustain. |   |   |
| 802 | Interpret body dimension specifications. |   |   |
| 803 | Use a tram gauge to diagnose vehicle length and width damage and X measurements of body or frame. |   |   |
| 804 | Diagnose vehicle height with datum line gauges and/or electronic measuring |  |  |
| 805 | Identify various measuring systems. |  |  |
| 806 | Identify repair methods for vehicle with diamond damage, twist, sag side swag, or mash. |  |  |

## 900 Structural Straightening

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 901 | Mount and anchor vehicle to a pulling system. |   |   |
| 902 | Measure vehicle structure and analyze data. |   |   |
| 903 | Interpret data to make a structural pull back to factory specs. |   |   |

## 1000 Corrosion Protection

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1001 | Identify corrosion causes and OEM corrosion protection. |   |   |
| 1002 | Apply repair methods for corrosion protection. |   |   |
| 1003 | RESERVED |   |   |
| 1004 | Demonstrate the application of seam sealers.  |  |  |

## 1100 Welding

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1101 | Identify different methods of attaching components (MIG welding, squeeze type resistance spot welding (STRSW), structural adhesive, silicon bronze, etc.) |   |   |
| 1102 | Demonstrate personal welding safety practices. |   |   |
| 1103 | Set up and tune the MIG welder. |   |   |
| 1104 | Complete a butt joint with backing in various welding positions. |  |  |
| 1105 | Complete an overlap weld in various positions.  |  |  |
| 1106 | Complete a plug weld in various positions. |  |  |
| 1107 | Define protection of adjacent panels, glass, vehicle interior, etc. from welding and cutting operations. |  |  |
| 1108 | Explain and/or demonstrate squeeze type resistance spot welding (STRSW). |  |  |

## 1200 Cutting Processes

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1201 | Identify cutting processes. |   |   |
| 1202 | Demonstrate sheet metal cutting processes. |   |   |

## 1300 Refinishing and Equipment Safety

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1301 | Follow environmental safety regulations. |   |   |
| 1302 | Locate hazardous warning information. |   |   |
| 1303 | Inspect and wear personal protection equipment (PPE).  |   |   |
| 1304 | Demonstrate safe painting practices.  |  |  |
| 1305 | Identify personal health and safety hazards.  |  |  |

## 1400 Automotive Finishes

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1401 | Describe the difference between paint systems (water borne, solvent, multi-stage).  |   |   |
| 1402 | Describe causes and cures of paint defects. |   |   |
| 1403 | Identify various undercoats.  |   |   |
| 1404 | Identify various topcoats (single stage, basecoat/clearcoat, tricoat, quadcoat). |  |  |

## 1500 Surface Preparation

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1501 | Demonstrate proper steps to pre-wash entire vehicle for surface preparation.  |   |   |
| 1502 | Use wax and grease remover. |   |   |
| 1503 | Demonstrate proper use of sanding and featheredging techniques. |   |   |
| 1504 | Wet and/or dry, sand, and featheredge. |  |  |
|  | RESERVED (1505) |  |  |
| 1506 | Locate and obtain the vehicle paint code. |  |  |
| 1507 | Apply undercoats. |  |  |
| 1508 | Prepare panels for blending. |  |  |
|  | RESERVED (1509) |  |  |
| 1510 | Identify masking materials.  |  |  |
| 1511 | Perform masking. |  |  |
| 1512 | Select the appropriate abrasive. |  |  |

## 1600 Refinishing Equipment and Paint Area

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1601 | Operate the spray booth. |   |   |
| 1602 | Maintain the paint mixing area. |   |   |
| 1603 | Set up, test, and adjust spray guns. |   |   |
| 1604 | Inspect, clean, and determine conditions of spray guns and equipment. |  |  |
| 1605 | Select and use the National Institution of Safety and Health (NIOSH) approved personal painting/refinishing respirator system. |  |  |

## 1700 Refinishing Operations

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| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1701 | Prepare surface for topcoat system (degrease and tack). |   |   |
| 1702 | Apply primer-sealer. |   |   |
| 1703 | Apply single-stage finish. |   |   |
| 1704 | Apply basecoat/clearcoat finish. |  |  |
| 1705 | Describe the application of stone chip-resistant coating to lower body areas. |  |  |
| 1706 | Demonstrate paint manufacturer's mixing ratio when preparing paint products. |  |  |

## 1800 Blending Operations

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
|  | RESERVED (1801) |   |   |
| 1802 | Blend basecoat/clearcoat finish. |   |   |
| 1803 | Tint and blend color coat. |   |   |

## 1900 Detailing

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 1901 | Remove overspray. |   |   |
| 1902 | Clean exterior of vehicle. |   |   |
| 1903 | Clean interior of vehicle. |   |   |
| 1904 | Apply decals and stripes. |  |  |
| 1905 | Demonstrate color sanding and polishing techniques. |  |  |
| 1906 | Clean body openings. |  |  |
| 1907 | Clean exterior and interior glass surfaces. |  |  |

## 2000 Estimating Damage Analysis

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2001 | Identify vehicle by vehicle identification number (VIN). |   |   |
| 2002 | Collect vehicle and customer data.  |   |   |
| 2003 | Use collision estimating guides/estimating software. |   |   |
| 2004 | Identify different types of vehicle damage (direct and indirect). |  |  |
| 2005 | Indicate repair and replace decisions. |  |  |
| 2006 | Prepare an estimate/repair and sequence/calculate repair costs/supplements.  |  |  |
| 2007 | Explain the need for a pre-repair scan and post-repair scan of the vehicle computer. |  |  |
| 2008 | Research OEM repair/replace procedures. |  |  |

## 2100 Plastic Repair

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2101 | Identify plastic to make repair decisions. |   |   |
|  | RESERVED (2102) |   |    |
| 2103 | Repair plastics with two-part adhesives, with and without reinforcement.  |   |   |
| 2104 | Research recommended repair processes for bumper cover repair on Advance Driver Assistance System (ADAS) vehicles. |  |  |
| 2105 | Explain and/or demonstrate nitrogen plastic welding method. |  |  |

## 2200 Restraint Systems

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2201 | Research auto manufacturers' recommended safety procedures to prevent accidental deployment of supplemental restraint systems. |   |   |
| 2202 | Identify supplemental restraint systems. |   |   |
| 2203 | Remove and reinstall seat belt components.  |   |   |

## 2300 Advanced Technology

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Task  | (X) Indicates Proficiency 1 | Secondary Course Crosswalk |
| 2301 | Explain function and components of the Advance Driver Assistance System (ADAS). |   |   |
| 2302 | Describe precautions required when working on high voltage vehicles.  |   |   |

1 Student Demonstrated Entry-Level Industry Proficiency as Indicated by (X)

Secondary CTE Instructor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_