

OALCF Tasks for the Apprenticeship Goal Path: Prepared for the Project, *Developing Best Practices for Increasing, Supporting and Retaining Apprentices in Northern Ontario (2014)*

OALCF Task Cover Sheet

Task Title: Automotive Vehicle Inspection

Learner Name:	
Date Started:	Date Completed:
Successful Completion: Yes___ No___	
Goal Path: Employment___ Apprenticeship <input checked="" type="checkbox"/> Secondary School___ Post Secondary ___ Independence___	
Task Description: Use an automotive vehicle inspection document to record a vehicle's current condition.	
Competency: A: Find and Use Information B: Communicate Ideas and Information	Task Group(s): A2: Interpret documents B3: Complete and create documents
Level Indicators: A2.2: Interpret simple documents to locate and connect information B3.1a: Make straightforward entries to complete very simple documents B3.2a: Use layout to determine where to make entries in simple documents	
Performance Descriptors: see chart on last page	
Materials Required: <ul style="list-style-type: none"> • Pen and paper • Vehicle inspection checklist - attached 	

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Automotive service technicians fill out inspection reports in order to help review a vehicle's current condition. An inspection report may indicate recommended maintenance or repairs to the vehicle. Look at the "Ford Vehicle Inspection Checklist."

Learner Information and Tasks:

- Task 1:** An automotive service technician is inspecting a white 2004 Ford Taurus with an odometer reading of 238,126 km. Using the checklist, enter this information into the appropriate boxes.
- Task 2:** The vehicle's engine starts and idles properly. Enter this information into the checklist form.
- Task 3:** The vehicle's antenna is missing. The choices are to either repair or replace it. Decide what the technician needs to do and check the appropriate box.
- Task 4:** The vehicle does not have a Rear View Camera. Check the appropriate box on the checklist form.

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FORD CERTIFIED PRE-OWNED

Ford Vehicle Inspection Checklist

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Prior to delivery of this vehicle, the following checks and inspections were performed. Any item(s) that did not pass the 172-point inspection have been replaced or repaired.

Dealership Name:		Dealership Code:	
Year/Make/Model:		Color:	Mileage:
Stock Number:	VIN:	R.O. #	

1. VEHICLE HISTORY	Passed	Repaired	Replaced	N/A
1. VIN Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Service Recalls (OASIS) Performed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Vehicle History Report Obtained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Scheduled Maintenance Performed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Vehicle Emissions Sticker (Applicable States)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Passed	Repaired	Replaced	N/A
6. Engine Starts and Idles Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Remote Start System Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Engine Accelerates and Cruises Properly/ Smoothly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Engine Noise Normal (Cold/Hot & High/Low Speeds)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Auto/Manual Transmission/ Transaxle Operation – Cold and Hot Shift Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Auto/Manual Transmission/ Transaxle Noise Normal – Cold and Hot	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Shift Interlock Operates Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Drive Axle/ Transfer Case Operation Noise Normal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Clutch Operates Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Steers Normally (Response, Centering and Free Play)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Body and Suspension Squeaks and Rattles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Struts/ Shocks Operate Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Brakes/ABS Operate Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Cruise Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Gauges Operate Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Driver Select/Memory Profile Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. No Abnormal Wind Noise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Passed	Repaired	Replaced	N/A
3A BODY PANELS AND BUMPERS				
23. No Evidence of Flood, Fire, Major or Hail Damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Body Panel Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. Bumper/Fascia Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3B DOORS, HOOD, DECKLID, TAILGATE				
26. Doors, Hood, Decklid/Tailgate and Roof Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. Doors, Hood, Decklid/Tailgate Alignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. Automatic/Manual Release Mechanisms, Hinges, Prop Rod/Gas Struts Operate Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. Power Liftgate, Power-Sliding Door Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3C GRILLE, TRIM AND ROOF RACK				
30. Grille, Trim and Roof Rack Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. Deployable Running Boards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3D GLASS AND OUTSIDE MIRRORS				
32. Windshield, Side and Rear-Window Glass Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. VEHICLE EXTERIOR	Passed	Repaired	Replaced	N/A
3D GLASS AND OUTSIDE MIRRORS				
33. Wiper Blade Replacement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34. Outside Mirror Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3E EXTERIOR LIGHTS				
35. Front-End Exterior Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36. Back-End Exterior Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37. Side Exterior Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38. Hazard Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39. Auto On/Off Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40. Trailer Lamp Connector Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. VEHICLE INTERIOR	Passed	Repaired	Replaced	N/A
4A AIRBAG AND SAFETY BELTS				
41. Airbags	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42. Safety Belts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4B AUDIO AND ALARM SYSTEMS				
43. Radio, Cassette, CD and Speakers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SiriusXM Satellite Radio ESN (Electronic Serial Number):				
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
44. Antenna	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45. Alarm/Theft-Deterrent System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46. Navigation System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4C HEAT/ VENT/ AC/ DEFOG/ DEFROST				
47. Air Conditioning System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
48. Heating System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
49. Defog/Defrost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4D INTERIOR AMENITIES				
50. Clock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51. Tilt/Telescopic Steering Wheel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
52. Steering Column Lock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53. Steering Wheel Controls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54. Horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55. Warning Chimes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56. Instrument Panel and Warning Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
57. Wipers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58. Washers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59. Interior Courtesy, Dome and Map Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60. Manual Outside Rearview Mirrors, Power Outside Rearview Mirrors and Auto-dimming Rearview Mirror	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61. BLIS* (Blind Spot Information System)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
62. Rearview Camera	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Answer Key

Task 1: The information is entered into the boxes in the top right corner of the document.

“2004 Ford Taurus” goes into the **‘Year/Make/Model’** box.

“White” goes into the ‘color’ box.

“238126 km” goes into the **‘mileage’** box.

Task 2: At inspection point 6, the **“ok”** box should be checked off.

Task 3: The antenna would have been **replaced**. This information is found in the top-left corner of the document above “1. Vehicle History” box.

At inspection point 44, the **“replaced”** box should be checked off.

Task 4: At inspection point 62, the **“N/A”** box should be checked off.

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Performance Descriptors		Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	<ul style="list-style-type: none"> performs limited searches using one or two search criteria 			
	<ul style="list-style-type: none"> extracts information from tables and forms 			
	<ul style="list-style-type: none"> uses layout to locate information 			
	<ul style="list-style-type: none"> makes connections between parts of documents 			
	<ul style="list-style-type: none"> makes low-level inferences 			
B3.1a	<ul style="list-style-type: none"> makes a direct match between what is requested and what is entered 			
	<ul style="list-style-type: none"> makes entries using familiar vocabulary 			
B3.2a	<ul style="list-style-type: none"> uses layout to determine where to make entries 			
	<ul style="list-style-type: none"> begins to make some inferences to decide what information is needed, where and how to enter the information 			
	<ul style="list-style-type: none"> makes entries using a limited range of vocabulary 			

This task: was successfully completed ____ needs to be tried again ____

Learner Comments

Instructor (print)

Learner Signature