



**Task Title: Automotive Vehicle Inspection**

OALCF Cover Sheet – Learner Copy

**Learner Name:** \_\_\_\_\_

**Date Started:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

**Successful Completion:** Yes  No

**Goal Path:** Employment  Apprenticeship   
Secondary School  Post Secondary  Independence

**Task Description:** Use an automotive vehicle inspection document to record a vehicle’s current condition.

**Main Competency/Task Group/Level Indicators:**

- Find and Use Information/Interpret documents/A2.2
- Communicate Ideas and Information/Complete and create documents/B3.1a
- Communicate Ideas and Information/Complete and create documents/B3.2a

**Materials Required:**

- Pen/pencil and paper and/or digital device

## Learner Information

When customers bring their car into a garage, Automotive Service Technicians do a routine inspection. They will look at many parts of the car, including the windshield, lights, engine, underside of the car, fluid levels, brakes and tires.

While they do this inspection, Automotive Service Technicians and apprentices fill out inspection reports to document what they see. These inspection reports may indicate recommended maintenance or repairs to the vehicle.

Scan the "Vehicle Report Card".

## Work Sheet

**Task 1: An automotive service technician is inspecting a white 2019 Ford Taurus with an odometer reading of 238,126 km. Enter the odometer reading into the appropriate boxes on the vehicle report card.**

Answer: No written response required here.

Task completed: Yes:

**Task 2: When doing a visual parameter inspection, the automotive service technician notices that the right front (RF) headlight is burnt out. It needs to be replaced immediately. Record this information on the vehicle report card.**

Answer: No written response required here.

Task completed: Yes:

**Task 3: The tread on the right front (RF), left front (LF), right rear (RR) and left rear (LR) tire measures 2/32, which is the minimum legal tread depth. At this level, tires are considered bald and unsafe. Record the tire tread depth on the vehicle report card, and indicate that these four tires need immediate attention.**

Answer: No written response required here.

Task completed: Yes:

**Task 4: The car's owner mentions that the check oil light is on. When the automotive service technician looks under the vehicle, they see that oil is leaking. They check the fluid levels and find the oil is very low and needs to be replaced immediately. Check the appropriate boxes on the vehicle report card.**

Answer: No written response required here.

Task completed: Yes:

# Vehicle Report Card

DATE \_\_\_\_\_ CUSTOMER NAME \_\_\_\_\_ SERVICE ADVISOR \_\_\_\_\_

DEALER CODE \_\_\_\_\_ R.O.# \_\_\_\_\_ VIN (FIRST 2/LAST 8 DIGITS) \_\_\_\_\_ ODOMETER \_\_\_\_\_

## your vehicle report card

VALIDATION RECORD CHECKED AND UPDATED

CHECKED AND COMPLETED OPEN FIELD SERVICE ACTIONS (RECALLS)

CHECKED OK     REQUIRES FUTURE ATTENTION     REQUIRES IMMEDIATE ATTENTION

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### 1 visual 360° perimeter inspection

**Windshield** XWASLD

- Cracked
- Chipped
- Sandblasted

**Washer system** XWASHI

**Wiper/arm** XWIPWP

**Headlight (DRL)**

**Fog lamp**

**Signal light**

**Hazard light**

**Dome light**

**Brake light**

**Signal light**

**Hazard light**

**Back-up light**

**Washer system** XWIPWP

**Wiper/arm** XWIPWP

**High mounted stop lamp**

**Licence light**

**Trunk light**

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### 2 visual under hood inspection

- Drive belt(s)** XDRBWP
- Air filter and minder** XAFBWP (check AC filter on vehicles) XAFBWP
- Radiator, hoses/clamps and coolant condition** to: \_\_\_\_\_ °C XRADSH
- Horn**
- Interior hood light**
- Block heater** XBRHTR
- Heater hoses/clamps** XHTHR
- Air conditioning hoses** XACSHS
- Cabin/pollen air filter** (if equipped) XCAFBF
- Battery/cables/clamps**
- Battery performance 1** XBAT1T  
COLD CRANKING AMPS: FACTORY SPECS: \_\_\_\_\_ ACTUAL: \_\_\_\_\_
- Battery performance 2** XBAT2T  
COLD CRANKING AMPS: FACTORY SPECS: \_\_\_\_\_ ACTUAL: \_\_\_\_\_

### 3 visual under vehicle inspection

- Steering components** XSTRE
- Suspension components** XSPUSP
- Shocks** (leakage / damage) XSHOCK
- Struts** (leakage / damage) XSTRUT
- Exhaust system** XEXDIT
- CV drive axle boots** (if equipped) XCVBSI

CHECK FOR LEAKS

- Engine oil** XEOLK
- Transmission** XTRAN
- Power steering**
- Fuel** XFOUL
- Fuel filter** (except diesel) XFFL

### 6 visual fluid level check and fill

CHANGE OIL MESSAGE  ON  RESET  N/A

- Engine oil**
- Window washer fluid**
- Transmission fluid level and colour**
- Brake fluid level and colour**
- Power steering fluid**
- Coolant recovery reservoir fluid level**
- 4x4 transfer case, front drive, clutch reservoir fluid**

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### 4 visual brake inspection

BRAKE INSPECTION NOT PERFORMED WITH THIS SERVICE    SEE OVER FOR OP CODES

<p>RF _____ mm (indep/pad)</p> <ul style="list-style-type: none"> <li><b>Rotor</b></li> <li><b>Caliper</b></li> <li><b>Lines/hoses</b></li> </ul>	<p>RR _____ mm (indep/pad)</p> <ul style="list-style-type: none"> <li><b>Rotor/drum</b></li> <li><b>Caliper/wheel cylinder</b></li> <li><b>Lines/hoses</b></li> </ul>
<p>LF _____ mm (indep/pad)</p> <ul style="list-style-type: none"> <li><b>Rotor</b></li> <li><b>Caliper</b></li> <li><b>Lines/hoses</b></li> </ul>	<p>LR _____ mm (indep/pad)</p> <ul style="list-style-type: none"> <li><b>Rotor/drum</b></li> <li><b>Caliper/wheel cylinder</b></li> <li><b>Lines/hoses</b></li> </ul>

**Parking brake operation**

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TECHNICIAN: \_\_\_\_\_

CUSTOMER SIGNATURE: \_\_\_\_\_

CUSTOMER DECLINED FORD-RECOMMENDED MAINTENANCE

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### 5 visual tire inspection

PRESSURE SET TO FACTORY PSI    FRONT \_\_\_\_\_ psi    REAR \_\_\_\_\_ psi    SPARE \_\_\_\_\_ psi

The pressure on one or more of your tires was below the manufacturer's recommended guidelines. This can lead to premature tire wear and poor fuel economy.

<p>RF Tread Depth 32nds</p> <p>LF Tread Depth 32nds</p>	<p>RR Tread Depth 32nds</p> <p>Inner Tread Depth 32nds</p> <p>LR Tread Depth 32nds</p> <p>Inner Tread Depth 32nds</p>
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RECOMMEND:  Rotation XROT     Replacement XTRE     Alignment XALIG     Balance

### your next maintenance appointment

NEXT MAINTENANCE SERVICE -- DESCRIPTION \_\_\_\_\_

PRICE\* \_\_\_\_\_

NEXT APPOINTMENT DATE (MM/DD/YYYY) \_\_\_\_\_ TIME \_\_\_\_\_

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## GENUINE PARTS & SERVICE

GENUINE PARTS. GENUINE SERVICE. GENUINE PEACE OF MIND.

WHILE CUSTOMER COPY    YELLOW    SERVICE FILE COPY    PINK    FOLLOW UP COPY  
 \*SUBJECT TO CHANGE BEFORE YOUR NEXT VISIT, PLEASE CALL TO CONFIRM.    04/09/07 CC-850  
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