A. COURSE DESCRIPTION

Credits: 2
Lecture Hours/Week: 1
Lab Hours/Week: 2
OJT Hours/Week: *
Prerequisites: None
Corequisites: None
MnTC Goals: None

This course teaches systematic approaches to determining the extent of collision damage to all areas of the vehicle. After analyzing the damage, the process of converting it into an estimated cost of repair is presented in principle along with hands-on practice and application. (Prerequisite: 20 credits or more ABCT technical courses completed or enrolled in concurrently) (2 credits: 1 lec/1 lab)

B. COURSE EFFECTIVE DATES: 09/24/1998 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Identify the vehicle, customer information, and collision related damage
2. Use estimating database to identify part numbers, labor units, and parts prices
3. Produce an organized estimate and damage report
D. LEARNING OUTCOMES (General)
   1. Identify professional and safe estimating procedures
   2. Demonstrate professional and safe estimating procedures
   3. Identify damage analysis procedures
   4. Define damage
   5. Identify prior damage items
   6. Perform damage analysis
   7. Locate and interpret vehicle identification tags
   8. Define estimating terminology
   9. Interpret parts diagrams
   10. Describe collision manual procedures
   11. Identify refinishing prices
   12. Identify shop material prices
   13. Utilize collision reference manuals
   14. Write estimate
   15. Identify computerized estimating operations
   16. Define customer relations
   17. Demonstrate telephone skills
   18. Define final customer estimate
   19. Identify methods of increasing sales
   20. Define insurance claims procedures
   21. Identify insurance coverage types
   22. Order parts
   23. Perform temporary repairs

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies
   None

F. LEARNER OUTCOMES ASSESSMENT
   As noted on course syllabus

G. SPECIAL INFORMATION
   None noted