

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.		COL1/COL2
102	Use personal safety devices and clothing.		COL1/COL2
103	Locate and identify fire extinguishers.		COL1/COL2
104	Locate and operate emergency switches.		COL1/COL2
105	Explain fire and tornado drill procedures.		COL1/COL2
106	Demonstrate handling of hazardous materials.		COL1/COL2
107	Follow chemical disposal techniques.		COL1/COL2
108	Operate shop and spray area ventilation systems.		COL1/COL2
109	Identify and follow rules for care and safe use of hand tools.		COL1/COL2
110	Identify and demonstrate safe and proper use of power tools and equipment.		COL1/COL2
111	Identify the proper methods and options for safely moving vehicles in the shop area.		COL1/COL2
112	Identify information on Safety Data Sheets (SDS).		COL1/COL2
113	Demonstrate the ability to secure vehicles on jack stands and/or hydraulic lifts.		COL1/COL2

200 Vehicle Design and Construction

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
201	Identify the differences between various vehicle construction types.		COL1
202	Identify and describe structural and nonstructural panels of a unibody vehicle.		COL1

203	Determine the various materials used in vehicle construction.		COL1
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300 Panel Replacement and Alignment

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
301	Identify the principles of full or partial panel replacement (bonded, bolted, welded, or riveted).		COL1
302	Remove, reinstall, and align bolt on panels.		COL1
303	Remove and reinstall wheel/tire assembly.		COL1
304	Aim headlights using mechanical aiming equipment.		COL1
	RESERVED (305)		

400 Trim and Hardware

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
	RESERVED (401)		
402	Determine types of fasteners.		COL1
403	Remove and replace adhesive-held molding and trim.		COL1
404	Remove and install seats.		COL1
	RESERVED (405)		
406	Remove and install interior parts and hardware.		COL1
407	Remove and install exterior parts and hardware.		COL1
408	Remove and install exterior trim, moldings, and emblems.		COL1

500 Metal Finishing

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
501	Select proper metal straightening tools.		COL1

502	Evaluate stretched metal for repair.		COL1
503	Demonstrate the use of weld-on and/or adhesive method to repair sheet metal.		COL1
504	Repair metal to meet industry standards.		COL1
505	Explain the characteristics of aluminum repair and tools required.		COL1

600 Body Fillers

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
601	Select correct body filler and tools.		COL1
602	Prepare surface for body filler.		COL1
603	Mix and apply body filler.		COL1
604	Sand body fillers to correct contour.		COL1

700 Glass and Hardware

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
701	Remove and reinstall a door window regulator.		COL1
702	Remove and reinstall moveable door glass.		COL1
703	Describe the removal and replacement of stationary glass.		COL1

800 Structural Component Repair and Damage Analysis

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
801	Classify the various types of structural damage a vehicle can sustain.		COL1
802	Interpret body dimension specifications.		COL1
803	Use a tram gauge to diagnose vehicle length and width damage and X measurements of body or frame.		COL1
804	Diagnose vehicle height with datum line gauges and/or electronic measuring		COL1

805	Identify various measuring systems.		COL1
806	Identify repair methods for vehicle with diamond damage, twist, sag side swag, or mash.		COL1

900 Structural Straightening

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
901	Mount and anchor vehicle to a pulling system.		COL1
902	Measure vehicle structure and analyze data.		COL1
903	Interpret data to make a structural pull back to factory specs.		COL1

1000 Corrosion Protection

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1001	Identify corrosion causes and OEM corrosion protection.		COL1/COL2
1002	Apply repair methods for corrosion protection.		COL1/COL2
1003	RESERVED		
1004	Demonstrate the application of seam sealers.		COL1/COL2

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.)		COL1
1102	Demonstrate personal welding safety practices.		COL1
1103	Set up and tune the MIG welder.		COL1
1104	Complete a butt joint with backing in various welding positions.		COL1
1105	Complete an overlap weld in various positions.		COL1

1106	Complete a plug weld in various positions.		COL1
1107	Define protection of adjacent panels, glass, vehicle interior, etc. from welding and cutting operations.		COL1
1108	Explain and/or demonstrate squeeze type resistance spot welding (STRSW).		COL1

1200 Cutting Processes

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1201	Identify cutting processes.		COL1
1202	Demonstrate sheet metal cutting processes.		COL1

1300 Refinishing and Equipment Safety

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1301	Follow environmental safety regulations.		COL2
1302	Locate hazardous warning information.		COL2
1303	Inspect and wear personal protection equipment (PPE).		COL2
1304	Demonstrate safe painting practices.		COL2
1305	Identify personal health and safety hazards.		COL2

1400 Automotive Finishes

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1401	Describe the difference between paint systems (water borne, solvent, multi-stage).		COL2
1402	Describe causes and cures of paint defects.		COL2
1403	Identify various undercoats.		COL2

1404	Identify various topcoats (single stage, basecoat/clearcoat, tricoat, quadcoat).		COL2
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1500 Surface Preparation

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1501	Demonstrate proper steps to pre-wash entire vehicle for surface preparation.		COL2
1502	Use wax and grease remover.		COL2
1503	Demonstrate proper use of sanding and featheredging techniques.		COL2
1504	Wet and/or dry, sand, and featheredge.		COL2
	RESERVED (1505)		
1506	Locate and obtain the vehicle paint code.		COL2
1507	Apply undercoats.		COL2
1508	Prepare panels for blending.		COL2
	RESERVED (1509)		
1510	Identify masking materials.		COL2
1511	Perform masking.		COL2
1512	Select the appropriate abrasive.		COL2

1600 Refinishing Equipment and Paint Area

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1601	Operate the spray booth.		COL2
1602	Maintain the paint mixing area.		COL2
1603	Set up, test, and adjust spray guns.		COL2
1604	Inspect, clean, and determine conditions of spray guns and equipment.		COL2
1605	Select and use the National Institution of Safety and Health (NIOSH) approved personal painting/refinishing respirator system.		COL2

1700 Refinishing Operations

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1701	Prepare surface for topcoat system (degrease and tack).		COL2
1702	Apply primer-sealer.		COL2
1703	Apply single-stage finish.		COL2
1704	Apply basecoat/clearcoat finish.		COL2
1705	Describe the application of stone chip-resistant coating to lower body areas.		COL2
1706	Demonstrate paint manufacturer's mixing ratio when preparing paint products.		COL2

1800 Blending Operations

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
	RESERVED (1801)		
1802	Blend basecoat/clearcoat finish.		COL2
1803	Tint and blend color coat.		COL2

1900 Detailing

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
1901	Remove overspray.		COL2
1902	Clean exterior of vehicle.		COL2
1903	Clean interior of vehicle.		COL2
1904	Apply decals and stripes.		COL2
1905	Demonstrate color sanding and polishing techniques.		COL2
1906	Clean body openings.		COL2

1907	Clean exterior and interior glass surfaces.		COL2
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2000 Estimating Damage Analysis

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
2001	Identify vehicle by vehicle identification number (VIN).		COL2
2002	Collect vehicle and customer data.		COL2
2003	Use collision estimating guides/estimating software.		COL2
2004	Identify different types of vehicle damage (direct and indirect).		COL2
2005	Indicate repair and replace decisions.		COL2
2006	Prepare an estimate/repair and sequence/calculate repair costs/supplements.		COL2
2007	Explain the need for a pre-repair scan and post-repair scan of the vehicle computer.		COL2
2008	Research OEM repair/replace procedures.		COL2

2100 Plastic Repair

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
2101	Identify plastic to make repair decisions.		COL1
	RESERVED (2102)		
2103	Repair plastics with two-part adhesives, with and without reinforcement.		COL1
2104	Research recommended repair processes for bumper cover repair on Advance Driver Assistance System (ADAS) vehicles.		COL1
2105	Explain and/or demonstrate nitrogen plastic welding method.		COL1

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.		COL1
2202	Identify supplemental restraint systems.		COL1
2203	Remove and reinstall seat belt components.		COL1

2300 Advanced Technology

Item	Task	(X) Indicates Proficiency ¹	Secondary Course Crosswalk
2301	Explain function and components of the Advance Driver Assistance System (ADAS).		COL1
2302	Describe precautions required when working on high voltage vehicles.		COL1

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

Secondary CTE Instructor Signature _____ Date _____

Student Signature _____ Date _____