

**FAIRVIEW
PROVIDING**

**AUTOMOTIVE
EDUCATIONAL
OPPORTUNITIES**

FAIRVIEW EDUCATIONAL SERVICES LIMITED

- Private Training Establishment
- NZQA Accredited Provider
- TEC Contracted Provider
- Automotive and Panelbeating Courses
- TEC Youth Course
- Student Loans and Allowances Available
- Provider of workbooks and assessments



RESOURCES 2012

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AUTOMOTIVE – MADE EASY

Fairview Educational Services Ltd (FES) is based in the Waikato and is a division of Fairview Ford and Mazda. We have been established for over 14 years and are an accredited training provider that delivers automotive training onsite at our Hamilton branch as well as providing automotive resources to over 150 schools throughout New Zealand.

Benefits of using our material:

- Workbooks are available for unit standards at Level 1, 2 and 3
- We can mark all the workbooks and assessments (unless the school opts to mark the units they are accredited for - 15408, 4261 and 21857)
- Quick turnaround on supply of workbooks and marking
- Units are theory based so there is no need for the employer to complete paperwork
- Packs can be tailor-made to suit individual students
- Workbooks can be passed on to another student if a student leaves school
- Individual units can be supplied to schools (although it works out cheaper to buy the workbooks as a pack)
- All unit standards covered in the gateway workbooks count towards an automotive apprenticeship
- All students that complete our packs receive a certificate
- Our onsite tutors are available to provide extra support for students if required. Students are welcome to email or phone us with questions

Recent feedback from schools using our resources:

Excellent service, quick and efficient. Staff at Fairviews are easy to work with. Students enjoy the work and the workbooks are well set out and easy to understand. A++. *Hillcrest High School.*

Quick with the marking and feedback and the students love doing the work sent to them. It is pitched at a good level and by far, Fairviews is the easiest and stress less Gateway course we have on our books. *Kaipara College.*

Our students have really enjoyed the workbooks. They are very much based at their level of work and have given them the opportunity to be individual learners. *Kaiapoi High School*

Prompt delivery of resources, marks and assessments. Great service from a very organised training establishment. *Wairoa College*

Fairviews is one of the easiest to work with in regards to our Gateway programme. Units of work are sent out promptly, are marked promptly and all effort is put in to make sure the student has every chance of achieving the units. *Cromwell College*

The system is very user friendly, student feedback has been helpful, timeframe for getting workbooks and assessments has been very quick and overall it's been a great experience. *Logan Park High School*

We find Fairviews great to deal with, the units are clear, the assessment is efficient and our students enjoy the prompt feedback. *Gore High School*

Resources are pitched at an appropriate level, marking is clear and easily understood, turnaround time is fantastic, MOU is clear, would recommend to any Gateway/Star Coordinators not already using Fairview. *Waiopahu College*

UNITS AVAILABLE THAT SCHOOLS CAN ASSESS

As most schools are accredited to assess the following three unit standards, we are offering these in a variety of formats depending on the school's preference for marking and assessing.

Know Your Car

This workbook contains information on car ownership, vehicle documents, car maintenance, car grooming, tyres, fluid levels and vehicle components.

Suitable for all Year 11, Employment Skills and Gateway students.

Unit Id	Title	Level	Credit	Assessment
15408	Describe motor vehicle safe motoring requirements and general locations of systems and components	1	4	Theory

Ready For The Road

This workbook contains information on drivers licences, vehicle documents, vehicle insurance, legal protection when buying a car and vehicle checks.

Suitable for Year 11 and 12, Employment Skills and Gateway students.

Unit Id	Title	Level	Credit	Assessment
4261	Identify legal rights and obligations in relation to owning and operating a private motor vehicle	2	3	Theory

Motor Industry Careers

This workbook covers careers information for students interested in entering the motor industry.

Suitable for all Year 11, Employment Skills and Gateway students.

Unit Id	Title	Level	Credit	Assessment
21857	Identify the occupational areas and structures of the NZ motor industry	1	2	Theory

PRICING

Option 1: We provide the workbooks for each student. School marks the workbook and the assessment using our marking schedules and reports results to NZQA using school provider code.

Option 2: We provide the workbooks and we mark the assessments. School marks the workbooks and reports results using our provider code.

Option 3: We provide the workbooks and mark both the workbooks and assessments. School reports results using our provider code.

Unit	Option 1	Option 2	Option 3
15408	\$20	\$30	\$40
4261	\$15	\$25	\$35
21857	\$15	\$25	\$35

Prices quoted are per student and exclude GST and postage

GATEWAY PACKS

We have several gateway packs available that are designed to suit students in a range of automotive and related workshops. Students can start on any of our packs or are welcome to tailor-make a pack to suit (see pack 9).

Pricing Details: **\$270 per pack** (price excludes GST and postage)

This includes:

- Supply of workbook for each unit standard for each student.
- Marking of completed workbook (schools send books to FES for marking).
- Supply of theory assessment (FES issues assessment paper to school, assessment takes place at school or workplace under exam conditions).
- Marking of assessment (school sends back assessment papers for marking).
- Reporting assessment results to school/college. School then reports results to NZQA.
- Certificates issued to students when pack is completed.

We can also report results to NZQA if required at a price pack of \$290+gst.

Pack 1: **Starter**

Ideal entry pack for students who are considering entering the motor industry.

Unit Id	Title	Level	Credit	Assessment
16113	Demonstrate knowledge of safe working practices in an automotive workshop	2	2	Theory
3856	Identify emergency procedures in the motor and related industries	2	2	Theory
21674	Demonstrate knowledge of terminology used in the motor industry	2	2	Theory
21679	Demonstrate knowledge of interchanging and balancing road wheels in the motor industry	2	2	Theory
21669	Demonstrate knowledge of hand tools and workshop equipment	2	2	Theory
21686	Demonstrate knowledge of automotive cooling systems	2	2	Theory
	Credit Total		<u>12</u>	

Please note that this pack has changed for 2012 with the inclusion of our tyres unit 21679 in place of stock security.

Pack 2: **Follow Up**

Introduces students to some of the main principles of vehicle operation.

Ideal for students planning careers as a motor vehicle technicians (cars/motorcycles).

Unit Id	Title	Level	Credit	Assessment
21720	Demonstrate knowledge of vehicle braking systems	2	2	Theory
3877	Demonstrate knowledge of protecting vehicle electronics	2	2	Theory
21689	Demonstrate knowledge of hydraulic brake fluid, fluid replacement and brake bleeding procedures	2	2	Theory
231	Explain the operation of two and four stroke petrol and diesel engines	2	4	Theory
240	Demonstrate knowledge of petrol fuel systems	2	3	Theory
	Credit Total		<u>13</u>	

Pack 3: Administration

Useful for students planning careers in parts warehousing, parts sales and vehicle sales.

Unit Id	Title	Level	Credit	Assessment
15408	Describe motor vehicle safe motoring requirements and general locations of systems and components	1	4	Theory
21674	Demonstrate knowledge of terminology used in the motor industry	2	2	Theory
21673	Demonstrate knowledge of maintaining stock security in the motor industry	2	2	Theory
21857	Identify the occupational areas and structure of the NZ motor industry	1	2	Theory
248	Describe an apprenticeship employment agreement for the automotive and related industries.	2	1	Theory
	Credit Total		<u>11</u>	

Pack 4: Diesel

Tailored pack for students planning careers such as diesel technicians (trucks, plant, graders etc).

Unit Id	Title	Level	Credit	Assessment
16113	Demonstrate knowledge of safe working practices in an automotive workshop	2	2	Theory
3856	Identify emergency procedures in the motor and related industries	2	2	Theory
21674	Demonstrate knowledge of terminology used in the motor industry	2	2	Theory
21677	Demonstrate knowledge of a diesel fuel system	2	2	Theory
231	Explain the operation of two and four stroke petrol and diesel engines	2	4	Theory
	Credit Total		<u>12</u>	

Pack 5: Automotive Electrical

Tailored for students planning careers as automotive technicians (auto electrician, car mechanic, diesel mechanic).

Unit Id	Title	Level	Credit	Assessment
3877	Demonstrate knowledge of protecting vehicle electronics in the Motor Industry	2	2	Theory
234	Describe automotive starting and charging systems	2	4	Theory
235	Describe automotive ignition systems	2	4	Theory
	Credit Total		<u>10</u>	

Pack 6: Panelbeating

Tailored pack for students planning careers as panelbeaters or coachbuilders.

Unit Id	Title	Level	Credit	Assessment
16113	Demonstrate knowledge of safe working practices in an automotive workshop	2	2	Theory
3856	Identify emergency procedures in the motor and related industries	2	2	Theory
3877	Demonstrate knowledge of protecting vehicle electronics in the motor industry	2	2	Theory
21682	Demonstrate knowledge of an oxy acetylene welding plant in the motor industry	2	2	Theory
21683	Demonstrate knowledge of MIG welding in the motor industry	2	2	Theory
21674	Demonstrate knowledge of terminology used in the motor industry	2	2	Theory
	Credit Total		<u>12</u>	

Pack 7: Tyres, Steering and Suspension

Tailored for students planning careers such as tyre fitters, steering and suspension specialists.

Unit Id	Title	Level	Credit	Assessment
16113	Demonstrate knowledge of safe working practices in an automotive workshop	2	2	Theory
3856	Identify emergency procedures in the motor and related industries	2	2	Theory
21674	Demonstrate knowledge of terminology used in the motor industry	2	2	Theory
21721	Demonstrate knowledge of vehicle steering and suspension systems	2	2	Theory
21679	Demonstrate knowledge of interchanging and balancing road wheels in the motor industry	2	2	Theory
	Credit Total		<u>10</u>	

Pack 8: Level Three

Tailored for students who are working at level three at school. Please note that the units are more challenging than the level two units.

Unit Id	Title	Level	Credit	Assessment
918	Demonstrate knowledge of light vehicle final drive assembly operation	3	4	Theory
920	Describe the construction and operation of manual and semi automatic transmissions used on light vehicles	3	4	Theory
15373	Demonstrate knowledge of automotive air conditioning	3	4	Theory
	Credit Total		<u>12</u>	

Pack 9: Mix and Match

Schools are welcome to put together their own packs from our list of units below. Packs can be made up of units with a credit total of between 10 -13.

Unit	Title	Level	Cr	Area
16113	Demonstrate knowledge of safe working practices in an automotive workshop.	2	2	Starter
3856	Demonstrate emergency procedures in the motor and related trades.	2	2	
3856	Demonstrate emergency procedures in the motor and related trades.	2	2	Starter
21686	Demonstrate knowledge of automotive cooling systems.	2	2	Starter
21674	Demonstrate knowledge of terminology used in the motor industry	2	2	Starter
21669	Demonstrate knowledge of hand tools and workshop equipment for motor industry applications	2	2	Starter
231	Explain the operation of two and four stroke petrol and diesel engines	2	4	Follow up Diesel
240	Demonstrate knowledge of petrol fuel systems	2	3	Follow up
21679	Demonstrate knowledge of interchanging and balancing road wheels in the motor industry	2	2	Starter
21689	Demonstrate knowledge of hydraulic brake fluid, fluid replacement, and brake bleeding procedures	2	2	Follow up
21720	Demonstrate knowledge of vehicle braking systems	2	2	Follow up
234	Describe automotive starting and charging systems and their operation.	2	4	Electrical
235	Describe automotive ignition systems and their operation.	2	4	Electrical
3877	Protect vehicle electronics	2	2	Electrical
21707	Demonstrate knowledge of automotive electrical principles	2	6	Electrical
21857	Identify the occupational areas and structures of the New Zealand automotive industry.	1	2	Admin
248	Describe an apprenticeship employment contract for the automotive industry.	2	1	Admin
21673	Demonstrate knowledge of maintaining stock security	2	2	Admin
15408	Describe motor vehicle safe motoring requirements and general locations of systems and components	1	4	Admin
21682	Demonstrate knowledge of an oxy-acetylene welding plant in the motor industry	2	2	Panel
21683	Demonstrate knowledge of MIG welding the motor industry	2	2	Panel
21677	Demonstrate knowledge of a diesel fuel system	2	2	Diesel
21721	Demonstrate knowledge of vehicle steering and suspension systems	2	2	Tyres
918	Demonstrate knowledge of light vehicle final drive assembly operation	3	4	Level 3
920	Describe the construction and operation of manual and semi automatic transmissions used on light vehicles	3	4	Level 3
15373	Demonstrate knowledge of automotive air conditioning	3	4	Level 3

New Units Available 2012:				
5461	Demonstrate knowledge of fuel emissions, and vehicle emission controls	3	4	Level 3
229	Identify the general locations and functions of motor vehicle systems and main components	2	4	Advanced
239	Demonstrate knowledge of automotive manual transmissions.	2	2	Advanced
21687	Demonstrate knowledge of a basic engine tune up	2	3	Advanced
21668	Demonstrate knowledge of cleaning automotive components	2	2	Advanced
21680	Demonstrate knowledge of automotive lubricants and sealants	2	2	Advanced
21672	Demonstrate knowledge of new and emerging technology	2	5	Advanced
21670	Demonstrate knowledge of general engineering tasks in motor Industry	2	3	Advanced

Please note that advanced units are quite technical and challenging.