

Hemet High School

CTE CC/CVE Automotive Internship Program

Intern Skills Checklist 2020-2021

LEVEL OF SKILL ATTAINED	WORK PROFESSIONALISM	Points
Student can evaluate results and determine necessary action (5)	Documentation Completeness (1)	
Student can interpret outcomes (4)	Safety Compliance (1)	
Student can recall/recite procedure (2)	Floor mats, seat covers, and fender cover (3)	
Student has observed procedure (1)	LEVEL OF SKILL ATTAINED (1-5)	
	TOTAL SCORE	
INSTRUCTOR'S SIGNATURE:		

INSTRUCTOR'S EVALUATION MATRIX

No.	SKILL DESCRIPTION	NATEF TASK	STUDENT SCORE	INSTRUCTOR SIGNATURE
1	Using a Torque Wrench	-NA-		
2	Tire Rotation	A4 E1,2,4		
3	Mount & Dismount Tire	A4 E8		
4	Spin Balance Tire	A4 E7		
5	Charge Battery	A6 B5		
6	Jump Start Vehicle with Cables & Booster Box	A6 B7		
7	R&I Battery & Test	A6 B4		
8	R&I Alternator	A6 D4		
9	R&I Starter & Test	A6 C4		
10	Using 12v Test Lamp & DVOM	A6 A7,8,9		
11	R&I Headlamp & Test	A6 E2		
12	R&I Fuses & Test	A6 A15		
13	Check for Voltage Drops	A6 A9		
14	Diagnose Charging System	A6 A7,8,14 B1,2 C1,2 D1		
15	Test Coolant & Evaluate	A1 D3		
16	Pressure Test Cooling System	A1 D3		
17	R&I Coolant Hose	A1 D5		
18	R&I Thermostat	A1 D6		
19	R&I "V" Belt	A1 D4		

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No.	SKILL DESCRIPTION	NATEF TASK	STUDENT SCORE	INSTRUCTOR SIGNATURE
20	Coolant Conductivity Test (For Dissolved Metals)	A1 D3		
21	R&I Inspect Air Filter	A8 D6		
22	Test PCV Valve	A8 E1.1,2		
23	R&I Spark Plugs	A1 A10		
24	R&I Dist. Cap & Rotor	A8 C1,2,5		
25	Test & Inspect Plug Wires	A8 C1,2,5		
26	R&I Fuel Filter	A8 D4		
27	Check Compression	A8 A10		
28	Check All Fluid Levels	A0		
29	Lube-Oil-Filter	A1 D13		
30	R&I Brake Pads	A5 D1,2,3,4		
31	R&I Brake Rotor	A5 D7,8		
32	Machine Brake Rotor	A5 D7,10		
33	Flush & Bleed Brakes	A5 B12,13		
34	R&I McPherson Strut	A4 C1,4		
35	R&I Coil Spring on Strut	A4 C1,4		
36	Drill & Tap Hole	A0		
37	Check Codes OBDI	A8 B1,8		
38	Check Codes OBDII	A8 B2,8		
39	Using Vehicle Electronic Service Information	A0,1,2,3,4,5,6,7,8		
40	Writing Repair Orders to State Standards	A0,1,2,3,4,5,6,7,8		

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