

Unit Title:	Carrying out basic vehicle maintenance
OCR unit number:	I2
Life and Living Skill Area:	Motor Vehicles
Level:	Entry 3
Credit value:	2
Guided learning hours:	20

Unit purpose and aim

This unit aims to provide learners with the opportunity to demonstrate that they can carry out practical tasks in basic motor vehicle maintenance to the required standard whilst following safe working practices.

Learning Outcomes	Assessment Criteria	Example of ways assessment criteria could be met
The Learner will: 1 Be able to carry out basic vehicle maintenance tasks	The Learner can: 1.1 Complete tasks to maintain the vehicle in a roadworthy condition 1.2 Select the appropriate tools for identified tasks 1.3 Confirm that each task has been completed to the required standard	Examples of basic vehicle maintenance tasks could include: checking the depth of the tyre tread, inflating a tyre to the correct pressure, topping up the engine oil to the correct level. Learners should be able to select appropriate tools for the task in hand. Examples could include: a tyre tread gauge, tyre pressure gauge, spanner. Learners should be able to confirm that tasks have been completed to the required standard. Examples could include: telling a supervisor when a task has been completed, completing a tick list to show the supervisor that the task has been completed, confirming to a customer that the task has been completed.
2 Be able to work safely	2.1 Work in a way that minimises the risks to self, others and the vehicle	Learners need to be able to work in ways that minimise the risks to self and others. Examples could include: identifying situations where

Learning Outcomes	Assessment Criteria	Example of ways assessment criteria could be met
	<p>2.2 Wear appropriate personal protective equipment</p> <p>2.3 Use materials, tools and equipment safely</p>	<p>they may need assistance from others; keeping floor area tidy, spreading sawdust to absorb oil spills.</p> <p>Learners should wear appropriate personal protective clothing. Examples could include: strong shoes, an overall, eye protection.</p> <p>Learners will use tools and equipment safely. Examples could include: using an air line to inflate a tyre to the correct pressure and coiling the airline away after use, using the correct sized spanner for the job so as not to damage the nut, topping up the oil level with the correct type of oil using a funnel to prevent spills.</p>

Assessment

This unit may be assessed using any method, or combination of methods, which clearly demonstrate that the learning outcomes and assessment criteria have been met.

Candidates will need access to a motor vehicle to complete the basic maintenance tasks. Simulation of tasks is not acceptable. Centres must ensure that health and safety procedures are followed in order to ensure that learners are protected from unnecessary risks and danger.

Possible ways of demonstrating that the assessment criteria have been met are provided in the third column of the unit, these are examples only, learners may demonstrate their ability to meet the criteria in many other ways.

Evidence requirements

Candidates must show they can complete three practical tasks involving motor vehicle maintenance using the correct materials/materials/equipment for each task. They must follow safe working practices and check with the supervisor that the tasks were completed to a satisfactory standard.

The Record of Assessment and Evidence for this unit must be completed in full and signed by the assessor to confirm the evidence is authentic and meets the requirements of the learning outcomes and assessment criteria. The completed Record of Assessment and Evidence, together with any other appropriate form of evidence that has been generated for the unit, must be submitted for moderation.