

PREPARATION KIT



AUTOMOBILE BODYWORK JOURNEYMAN



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VERSION 11-2023

qualifying exam

WHY THE QUALIFICATION?

The professional qualification exam is an assessment tool that aims to certify that your knowledge and skills meet the standards qualifying a journeyman.

The exam is identical throughout Quebec.



→ For the bodyman

it is the recognition of their skills and the improvement of their working conditions.

→ For the employer

it is the certification of the qualification of its staff.

→ For the public

it is a guarantee of confidence and safety.

SUGGESTED ROUTE TOWARDS QUALIFICATION



Self evaluation

Duration: 1 hour 30 minutes

Description: This allows you to take stock of the candidate's skills. In other words, it is the portrait of the skills acquired and those missing.



Training



Link: www.cpcpa.ca/qualification-et-formation/formations

Description: Training is available depending on the skills to be worked on. With the help of the CPA training advisor in your region, it is possible to put together a training plan adapted to the needs of each candidate.



Qualifying exam

Exam: Automotive bodywork end of apprenticeship

Location: CPA in your region

Card: Journeyman (Class C)

Description: The qualification exam consists of two parts. The theoretical component must be passed to be eligible to register for the practical component.



THE THEORETICAL COMPONENT



CPA in your area



150 minutes

Number of questions: 70 from a bank (random)

Distribution of questions:

45 % knowledge

35 % understanding

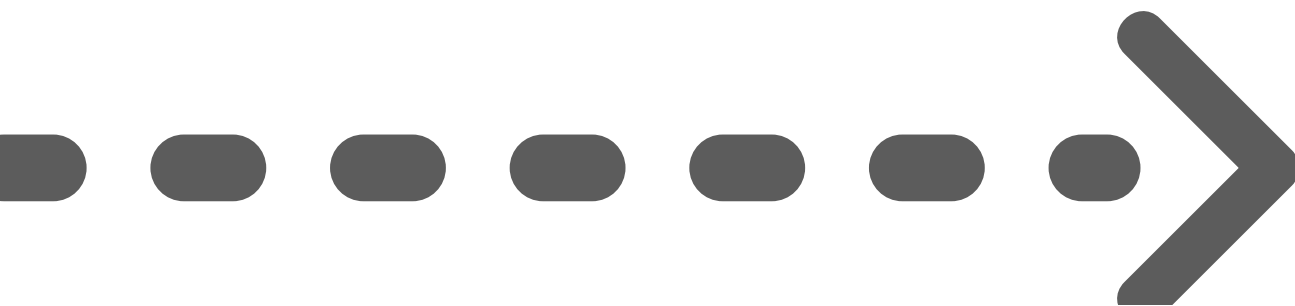
20 % diagnosis

Passing mark: 60%

Success: Access to the practical component

Right of recovery: 3 months

It is possible to carry out a simulation of the house to get an idea of the style of question: [CLICK HERE](#)





Process

- ➔ A computer is assigned to each candidate upon arrival.
- ➔ The invigilator will remind you of the rules for conducting the exam.
- ➔ It is possible to raise your hand to ask questions relating to the use of the software or the computer only.
- ➔ The software allows you to navigate between questions, allowing for revision at the end.
- ➔ Cell phones, lighters and other computer devices must be given to the supervisor upon arrival.
- ➔ You have the right to your personal headphones if you wish (the software allows automated reading of questions).

THE PRACTICAL COMPONENT



CPA in your area



180 minutes

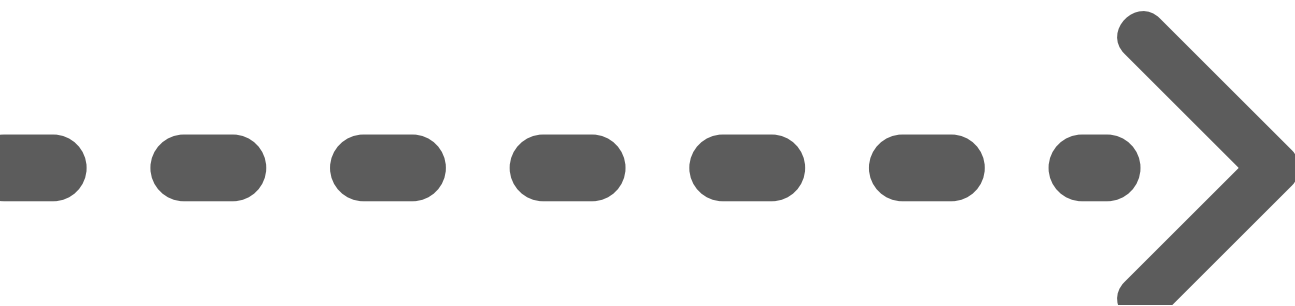
Number of questions: 14 (2 modules)

Passing mark: à venir

Threshold per module: à venir

Success: Obtaining the companion card (class C)

Deadline for the right to retake: every 3 months, respecting the 18-month period between the date of passing the theoretical exam and the date of the practical exam. After the 18-month period, you will have to repeat both parts (theoretical and practical).





Process

- The invigilator will remind you of the rules for conducting the exam.
- The examiner will read each question twice, then you can complete the technical tasks or answer according to the question.
- Make sure you complete each of the steps necessary to carry out the tasks required of you, safely.
- Safety shoes and safety glasses are required.
- It is possible to bring your own multimeter (marked "automotive").
- Cell phones, lighters, and other computer devices must be given to the supervisor upon arrival.

SKILLS



Frames and structural components

Know and recognize roles and functions

Understand how it works

Diagnose and understand problems

Remove, install, and repair structural and laminated glass



Prepare for repair and replacement of structural components



Repair, remove, and install structural components



SKILLS



Non-structural exterior body panels and related components

Remove, repair, and install metal panels and components



Remove, repair, and install plastic and composite panels and components



Removing and installing non-structural glass



Know and recognize roles and functions

Understand how it works

Diagnose and understand problems

SKILLS



Mechanical, electrical, and alternative fuel system components

Know and recognize roles and functions

Understand how it works

Diagnose and understand problems

Disable and re-enable alternative fuel systems



Remove and install mechanical components



Remove and install electrical and electronic components



SKILLS



Interior components and safety features

Know and recognize roles and functions

Understand how it works

Diagnose and understand problems

Repair and replace interior components



Maintain the Supplemental Restraint System



SKILLS



Professional skills

*Know and recognize
roles and functions*

*Understand how it
works*

*Diagnose and
understand problems*

Safety



Use and maintain tools and
equipment



Use and maintain welding
equipment



Organize work and use
documents



Remove and install trim and
hardware



Apply corrosion protection
and sound-absorbing
materials



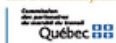
TRAINING



Carrosserie
Composants électriques et mécaniques
du véhicule et de l'habitacle



Avec la contribution financière de :



Training duration

In person **3 hours**

Electrical and mechanical components of the vehicle and passenger compartment



Description

At the end of this training, the participant will be able to update their knowledge in mastering the operation and understanding of the various systems that operate thanks to electricity, as well as all the mechanical parts that must contact a bodyman.

Course Objectives

- Know the different parts that make up the braking system and the different parts that make up the ABS systems
- Master the operation of the main types of suspensions
- Recognize the many parts that make up the suspension system
- Know the different types of steering systems and the different wheel geometry angles
- Recognize the different components of the engine cooling system, air conditioning systems and their refrigerants
- Become familiar with the repair, replacement and adjustment of passenger compartment components
- Know the various components of the supplemental restraint system and the operation of the supplemental restraint system, as well as the regulations and procedures

TRAINING



Body panels, windows and finishing

Description

At the end of this training, participants will be able to use the necessary tools properly to carry out repairs and replace bodywork elements in addition to preparing surfaces for finishing. This training will also allow you to acquire the knowledge necessary for removing and installing windows.

Course Objectives

- Perform your work safely using recommended techniques
- Select the right products
- Repair imperfections by filling method
- Repair tears, dents and cracks and replace damaged elements
- Repair bumpers
- Perform sanding, feather edging, masking and preparing surfaces for painting and finishing
- Proceed with the removal and installation of the windshields, rear window, and door glass

Développé par le CPCPA,
les CPA et nos partenaires



Carrosserie
Panneaux de carrosserie, glaces et finition



Avec la contribution financière de :



Training duration

In person **6 hours**

TRAINING



Carrosserie
Électricité et nouvelles technologies



Avec la contribution financière de :
Gouvernement
du Québec
Québec

Training duration

In person **6 hours**

Electricity and technological news



Description

At the end of this training, the participant will be able to understand and master the basic electricity concepts as well as the operation of the different systems that ensure the proper functioning of a motor vehicle.

Course Objectives

- Know the nature of electricity, the particularities of the components and the different connections that form an electrical circuit
- Master the main functions of your multimeter in order to measure the different electrical properties of a circuit
- Recognize the many symbols and interpret electrical plans
- Know the different types of batteries on the market, their particularities and the methods to validate their condition
- Become familiar with the protective equipment needed when working on high voltage systems
- Know how to identify the different high voltage components on an electric motor vehicle
- Identify the different components of autonomous driving assistance systems (ADAS)

TRAINING



Welding of various metals

Description

At the end of this course, the participant will be able to master the welding of steel parts, while applying the recommended safety measures.

Course Objectives

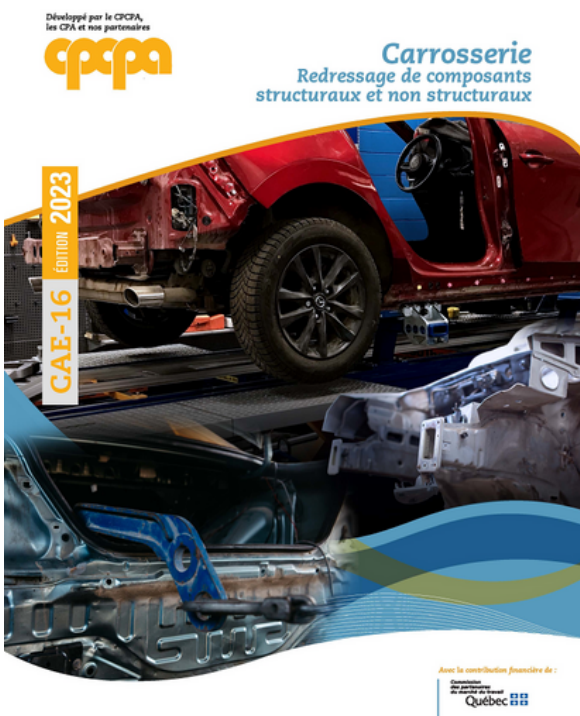
- Apply welding safety rules.
- Carry out the assembly of a welder properly.
- Identify the various welding processes.
- Perform correct welding technique.



Training duration

In person **6 hours**

TRAINING



Training duration

In person **12 hours**

Straightening of structural and non-structural components



Description

At the end of this training, the participant will be able to understand the straightening of automobile structures.

Course Objectives

- Master the steps prior to repairing a vehicle
- Interpret and analyze types of damage
- Know the recovery systems
- Master the installation of a vehicle on a straightening bench
- Know certain measuring equipment and tools
- Master the methods of protecting intact areas
- Know the directions of pulls and pushes

TRAINING



Carrosserie
Mesurage et contrôle dimensionnel



Training duration

In person **12 hours**

Dimensional measurement and control



Description

At the end of this training, the participant will be able to understand and master the measurement plans.

Course Objectives

- Interpret a measurement plan
- Master damage analysis
- Recognize reference points and checkpoints
- Know the different types of measurement used
- Know certain measuring equipment and tools

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