

ERASMUS + TRAINING PROGRAMME

Sending organization: Srednja škola Stjepana Sulimanca

Dravska 41, 33405 Pitomača

Hosting organization: Aviva Poland Vocational Training Sp. z o.o.

Św. Antoniego street 2/4, Pasaż Pokoyhof, 50-073 Wrocław

Schedule of the training for work as a **car mechanic**:

DATA	MAIN ACTIVITIES	ACHIEVED SKILLS	TIME
Day 1 Saturday	Travel Day: <ul style="list-style-type: none"> Arrival of project participants from Croatia, accompanied by tutors, Pick up from an airport by representative of Aviva Poland, Transfer and accommodation. 		6h
Day 2 Sunday	Introductory Meeting with Aviva Poland host organization: <ul style="list-style-type: none"> Meeting with representatives and group's tutor, <u>Presentation of Poland</u>, including short introduction into Polish geography, basic facts and culture, led by AVIVA POLAND, Discussing the program's objectives, <u>Orientation tour</u> with tutor from host organization, focusing on practical aspects of moving around the dwelling-place. 	Having great opportunity to talk in foreign language about achievements and interest in motorization, opportunity to ask questions. Furthermore learning about culture and customs of Poland.	6h
Day 3 Monday	Introduction day in the host company: <ul style="list-style-type: none"> Taking part in Introduction day, accompanied by tutor of the host organization. The host company ensures an appropriate induction to the work environment. Learning about daily work schedules, organization of the company, scope of duties and meeting the staff. Participating in <u>Health and Safety training</u>, provided by AVIVA Poland and also within the workplace. 	Project participant gets familiar with occupational health and safety requirements. After training, trainee is aware of health and safety rights and obligations and is able to prepare a workplace in accordance with the regulations.	8h
Day 4 Tuesday	Playing an active role in the car mechanic activities of the automobile workshop, such us: <ul style="list-style-type: none"> preparing car diagnostic tools, preparing cars for diagnostic, 	Experiencing an international environment. Ability to work full-time and communication in foreign language. Learning about different kind of	8h

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	<ul style="list-style-type: none"> maintaining cleanliness in the workplace. <p>Getting acquainted with basic knowledge of tools.</p>	diagnostic tools and way of using them.	
Day 5 Wednesday	<p>Playing an active role in the car mechanic activities of the automobile workshop, such us:</p> <ul style="list-style-type: none"> assisting with changing tires and wheels, repairing and changing installation of day lights, cleaning and washing vehicles. 	<p>Acquiring knowledge in polish motorization.</p> <p>Preparing for a career in the auto industry.</p>	8h
Day 6 Thursday	<p>Playing an active role in the car mechanic activities of the automobile workshop, such us:</p> <ul style="list-style-type: none"> helping with daily tasks, changing tires and wheels by yourself, identifying worn or damage parts and changing them. 	<p>Being responsible for own actions. Following the instructions issued by co-workers with more experience. Improving diagnostic skills.</p>	8h
Day 7 Friday	<p>Playing an active role in the car mechanic activities of the automobile workshop, such us:</p> <ul style="list-style-type: none"> interacting with customers, by providing detailed information about the vehicle condition, servicing cars: changing oil, changing air filters, etc., removing worn and damage parts of vehicle, 	<p>Familiarizing yourself with consumers` demands. Being friendly and reliable. Improving foreign language skills and abilities of active listening and effective communication.</p>	8h
Day 8 Saturday	<p>Acquainting with Wroclaw tourist attractions:</p> <p>* tour around the city center, visiting Old Town Hall, the oldest restaurant in Europe – Piwnica Świdnicka, visiting the Church of St Mary Magdalena and Cathedral of St John the Baptist, Hansel & Gretel houses.</p>		
Day 9 Sunday	<p>Acquainting with Wroclaw tourist attractions:</p> <p>* visiting Wroclaw ZOO and the Africarium and watching special Multimedia Fountain show from the terrace and green areas at the Pergola.</p>		
Day 10 Monday	<p>Assisting with automobile workshop responsibilities and duties, such as:</p> <ul style="list-style-type: none"> organizing parts and tools by type, in the automobile warehouse, packing, stocking, rearranging tools and spare parts, maintaining cleanliness. 	<p>Participating in various warehouse working processes. Maintaining personal work area in a clean and orderly manner Learning how to plan the spacing of products, segregate parts and tools.</p>	8h

Day 11 Tuesday	<p>Playing an active role in the car mechanic activities of the automobile workshop, such as:</p> <ul style="list-style-type: none"> • assisting in the installations of different systems, • performing preventive maintenance, e.g. cleaning and lubrication of electronics equipment, • replacing parts and components. <p>Learning about costs of vehicle repair.</p>	<p>Acquiring knowledge in steering, suspension, automotive systems. Improving math skills.</p>	8h
Day 12 Wednesday	<p>Assisting with daily chores around the automobile workshop, such as:</p> <ul style="list-style-type: none"> • supporting in cleaning and maintaining of the workplace, • estimating costs of car repair, • verifying vehicles serviceability by conducting test drives. <p>Learning to operate test equipment to diagnose malfunctions.</p>	<p>Getting strong organizational and multitasking skills, with the ability to perform well in a fast-paced environment. Getting experience with automobile environment.</p>	8h
Day 13 Thursday	<p>Assisting with daily chores around the automobile workshop, such as:</p> <ul style="list-style-type: none"> • assisting the co-workers with maintaining vehicle records, by recording service and repairs, • helping with repairing engine failures, <p>Acquiring knowledge in automotive systems, e.g. steering, transmission, braking systems, controlled by electronic components and computers.</p>	<p>Working on a variety of automobile parts, including automatic and manual transmissions, engines, electrical systems, brakes, fuel systems and belts. Improving professional skills.</p>	8h
Day 14 Friday	<p>Carrying out tasks assigned by the supervisor, performing basic maintenance tasks, including tire rotations and oil changes. Using of computers and diagnostic software and auto-related electronic.</p> <p>Taking part in training in the areas of collision repair and automotive technology.</p>	<p>Having a combination of traditional mechanic hand tool skills and backgrounds working with modern electronic technology.</p>	8h
Day 15 Saturday	<p>Acquainting with Wrocław tourist attractions:</p> <p>* visiting observation deck of the tallest building in Poland: SkyTower, Taking a walk around the oldest part of the city, Ostrów Tumski and visiting Wrocław Botanical Garden</p>		
Day 16 Sunday	<p>A one-day trip to Topacz Castle and visiting Topacz Automobile Museum.</p>		
Day 17 Monday	<p>Providing daily tasks:</p> <ul style="list-style-type: none"> • conducting inspection, • replacing parts: filters and wheels, 	<p>Improving of work-related skills and forming professional relationship with group.</p>	

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	<ul style="list-style-type: none"> repairing basic mechanical system malfunction, tire rotation and changes. <p>Assisting with wheel balancing.</p>	Becoming more self-assured. Improving social skills, such as team-work and cooperation.	8h
Day 18 Tuesday	<p>Assisting with daily chores around the automobile workshop, such as:</p> <ul style="list-style-type: none"> inspecting and testing vehicles, checking the exhaust system for leaks, winterizing car, checking the tread on tire, <p>Performing other tasks assigned by the supervisor.</p>	<p>Learning about preparations for winter that should be completed on vehicle</p> <p>Improving professional skills.</p>	8h
Day 19 Wednesday	<p>Acquiring knowledge in identifying types of corrosion and defining methods of corrosion protection.</p> <p>Assisting co-workers with controlling corrosion.</p> <p>Improving skill in conducting inspections and computer diagnostic test.</p>	<p>Ability in following operating instruction. Improving computer skills. Acquiring knowledge in different kinds of corrosion and ways of protection. Learning to operate test equipment to diagnose malfunctions.</p>	8h
Day 20 Thursday	<p>Meeting in Aviva Poland office:</p> <ul style="list-style-type: none"> final evaluation and conclusion of the training period, sharing experiences and opinions regarding the stay in Poland, completing an evaluation survey by project participant, handing of the documents pertaining to the project and "Certificates of Attendance" 		4h
Day 21 Friday	Transfer of the project participant to the airport. Departure.		

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