

MOTORCYCLE ATA - GUIDELINES

1. Introduction

ATA is governed by the Institute of the Motor Industry (IMI) in line with ATA requirements.

Under this scheme, any technician will be able to gain accredited status (at different levels) by successfully completing a series of practical assessments and knowledge tests.

Successful technicians will be issued with a photo ID card, valid for five years, and entered onto the ATA Register.

Organisations wishing to offer ATA assessments must be approved by a regulated awarding body recognised by the IMI to carry out such approvals (see section 6).

Note. *The Motorcycle ATA has been discussed with many of the Scooter manufacturers, the only technical difference between the Motorcycle and the Scooter technician would be in the area of the transmission, Scooter 'automatic' and the Motorcycle 'manual'. The competences will differ slightly in these areas. If a different task is required to differentiate between the two, the task may be changed in the DT Transmission section of this document.*

2. Motorcycle ATA Assessment Guidelines

Assessments must be undertaken off the job within an approved assessment centre. Each assessment must be carried out by occupationally competent and qualified assessors. Centres must also ensure that an internal verification process is in place for all ATA activities.

Note: All ATA assessors and verifiers must be approved by the awarding body in advance of carrying out assessments/verification.

Service Maintenance Technician and Diagnostic Technician

A minimum ratio of one assessor to three candidates is required for the practical assessment process, together with a workshop technician to assist in resetting the tasks after each assessment has been completed. It is recommended that a maximum of six technicians are assessed during any one period of practical assessment.

Master Technician

The master technician assessment requires additional personnel (assessors / actors) to enable the customer liaison / instruction support tasks to be carried out.

To ensure currency of assessments, no more than twelve months may elapse between the first assessment and the last successful assessment.

Prior to assessment, the approved centre must ensure that the candidate:

- has been registered to take the assessments
- is eligible to take the assessments (see section 4 below)
- has signed the ATA Code of Conduct.

On the assessment day the centre must ensure the candidate has provided photographic proof of identity in the form of a driving licence or valid passport. The centre must take a digital photograph of the technician in line with ATA requirements.

Following successful assessments, the centre must submit the candidate's photograph and claim their ID card on line.

Candidates who initially pass any of the practical tasks may 'bank' these assessments achieved for a maximum of twelve months. Candidates who are referred on any of the practical assessment tasks, may re-take these assessments within the twelve-month period.

Candidates may re-take the on-line knowledge test as many times as the centre considers appropriate. However, if they are not successful after three attempts and suitable refresher training, the centre should review whether they are being assessed at the most appropriate level.

3. Levels of Motorcycle ATA

Motorcycle technicians may become accredited at the following levels:

- Service Maintenance Technician (SMT)
- Diagnostic Technician (DT)
- Master Technician (MT)

4. Specification Guidelines for Candidates

A preferred requirement of Motorcycle ATA is that candidates meet specified guidelines before they may take an assessment. To be eligible, a technician should:

- have a minimum level of industry experience in an appropriate role as follows:
 - for service maintenance technicians 2 years
 - for diagnostics technicians 3 years
 - for master technicians 5 years

or

- hold a relevant nationally recognised qualification as follows, as well as a minimum of 1 year's post qualification experience in an appropriate role:
 - for service maintenance technicians Level 2 qualification
 - for diagnostics technicians Level 3 qualification
 - for master technicians Level 4 qualification

5. Assessment Details

To attain each level of accreditation, candidates will have to pass practical assessments and on-line knowledge test(s).

The practical assessments, comprising technician's instructions, work station requirements, marking schedules and associated paperwork can be obtained by contacting the recognised awarding body. These documents are accessible to approved centres only.

The Under Pinning Knowledge assessment, to allow flexibility the online knowledge test can be taken before, during or after the assessment day. If all other assessments have not been completed within 12 months, the candidate will need to complete the UPK test again. The on-line test will be multiple choice and consist of randomised questions.

Service Maintenance Technician (SMT) Assessment

To become an accredited Service Maintenance Technician, candidates must pass 6 practical assessments and an on-line knowledge test. Each assessment will be 45 minutes in duration, which will allow the accreditation process to be completed within one working day. The SMT level will comprise the following practical assessments:

- Braking Systems
- Engine Electrical Systems
- Powertrain Mechanical Systems
- Chassis Electrical Systems
- Steering and suspension
- Motorcycle Safety Inspections

- **Service Maintenance Technician- practical assessments:**

MC SMT 01-01: Braking Systems

- To check the condition and serviceability of the motorcycle brake components
- To remove the brake pads and check the operation of the caliper
- To check the condition and serviceability of the brake pads
- To demonstrate the correct approach when replacing braking components, i.e. brake caliper / pads

MC SMT 02-01: Engine Electrical Systems

- To demonstrate your knowledge and ability in diagnosing an engine non-start fault

MC SMT 03-01: Powertrain Mechanical Systems

- To demonstrate your knowledge and ability to carry out service procedures to a motorcycle as detailed

MC SMT 05-01: Chassis Electrical Systems

- To demonstrate your knowledge and ability in diagnosing simple chassis electrical faults
- To locate electrical components on a motorcycle.

MC SMT 06-01: Steering and Suspension

- To demonstrate your knowledge of motorcycle steering and suspension check and adjustments procedures
- To demonstrate your skill in setting of components to within specified tolerances.

MC SMT 07-01: Motorcycle Safety Inspection

- To demonstrate your motorcycle knowledge and inspection techniques
- Your ability to record your findings on the documents provided
- To demonstrate a methodical workshop procedure when carrying out a vehicle safety inspection.

- **Service Maintenance Technician – underpinning knowledge test:**

Service Maintenance Technician – 30 questions / 45 minutes

The theory test includes the following areas to ensure that the candidate has the underpinning knowledge of a service maintenance technician.

- Health and Safety
- Chassis, steering and brakes
- Electrical
- Engine
- Driveline
- Servicing

Diagnostic Technician (DT) Assessment

To become an accredited Diagnostic Technician, candidates must pass 6 practical assessments and an on-line knowledge test. Each assessment will be 45 minutes in duration, which will allow the accreditation process to be completed within one working day. The DT level will comprise the following practical assessments:

- Braking Systems
- Engine Electrical Systems

- Engine Mechanical Systems
- Chassis Electrical Systems
- Transmission Systems
- Steering and suspension

- **Diagnostic Technician- practical assessments:**

MC DT 01-01: Braking Systems

- To demonstrate your skills in carrying out a brake diagnosis
- To demonstrate your skills and ability to use test equipment

MC DT 02-01: Engine Electrical Systems

- To demonstrate your knowledge and ability in diagnosing a fault with an engine ignition / fuel system

MC DT 03-01: Engine Mechanical Systems

- To demonstrate your knowledge and ability in using the correct procedure to replace a camshaft drive chain / belt
- To demonstrate your knowledge and ability to check / set valve timing correctly
- To demonstrate your knowledge and ability in checking engine settings against specifications.

MC DT 04-01: Chassis Electrical Systems

- To demonstrate your knowledge and ability in diagnosing chassis electrical faults
- To understand the operation of an electrical circuit
- To locate electrical components on a motorcycle.

MC DT 05-01: Transmission

- To demonstrate your knowledge and ability to check clutch components
- To demonstrate your ability to use measuring tools
- To demonstrate your ability to diagnose faulty components

MC DT 06-01: Steering and Suspension

- To demonstrate your knowledge of steering and suspension check and adjustments
- To demonstrate your knowledge of inspecting the components for wear and diagnosing possible faults

- **Diagnostic Technician – underpinning knowledge test:**

Diagnostic Technician – 30 questions / 45minutes

The theory test includes the following areas to ensure that the candidate has the underpinning knowledge of a diagnostic technician.

- Health and Safety
- Chassis, steering and brakes
- Electrical
- Engine
- Driveline

Master Technician (MT) Assessment

To become an accredited Master Technician, candidates must pass 5 practical assessments and an on-line knowledge test. The practical tasks will be more complex to allow for the MT to diagnose faults / carry out the set tasks. Therefore each assessment will last for a longer time period (60 minutes). The MT level will comprise the following practical assessments:

- Chassis Control Systems
- Engine Electrical Systems
- Instructional Support
- Power-train evaluation and inspection
- Customer Liaison

MC MT 01-01: Chassis Control Systems

- To demonstrate your knowledge of Chassis Control Systems
- To demonstrate your skill and ability to diagnose a Chassis Control System fault
- To demonstrate your skills and ability to use diagnostic equipment

MC MT 02-01: Engine Electrical Systems

- To demonstrate your knowledge and ability in diagnosing a fault with an engine management system
- To demonstrate your ability to use and understand diagnostic equipment

MC MT 03-01: Instructional Support

- To demonstrate your ability to communicate with colleagues
- To demonstrate your ability to provide instructional technical support to others in the workplace
- To pass on your knowledge to other workshop personnel

MC MT 04-01: Power-train evaluation and inspection

- To demonstrate your knowledge and ability in to evaluate a power-train assembly correctly
- To understand the operation of the power-train assembly and to locate the cause of any component failure.

MC MT 05-01: Customer Liaison

- Pre repair: To demonstrate your ability to communicate effectively with the customer
- Question the customer to retrieve information that may lead to the diagnosis of the motorcycle

- To demonstrate your ability to record the motorcycle defect on a worksheet correctly for the workshop technician to understand
- Post repair: To understand the motorcycle repair and explain to the customer in 'simple terms' a complex repair procedure that involves the use of diagnostic equipment
- To provide the customer with an understanding of the reason the component failed and any necessary steps to prevent future failures.

- **Master Technician – underpinning knowledge test:**

Master Technician – 30 questions / 45minutes

The theory test includes the following areas to ensure that the candidate has the underpinning knowledge of a master technician.

- Health and Safety
- Chassis, steering and brakes
- Electrical
- Engine
- Driveline

6. Centre Approval

To become an approved centre to offer this ATA route contact:

IMI Awards Ltd
Fanshaws
Brickendon
Hertford SG13 8PQ

Tel: 01992 511521

Email: ianc@imiawards.org.uk

Automotive Technician Accreditation

Equipment Requirements for Motorcycle Assessment

Service Maintenance Technician

- 6 motorcycles – fully operational
- Technician hand tools
- Vehicle protection
- Brake bleeding equipment
- Brake consumables
- Brake pads
- Service components for 1 motorcycle (filters etc)
- Starter motor / relay
- Brake hydraulic components (hose)
- Extension lead
- Personal protective equipment
- Multi-meter
- Micrometers
- Faulty brake switch
- Head bearing tools and equipment

Diagnostic Technician

- 6 motorcycles – fully operational (with twin OHC with drive chain)
- Multi-meters / scope
- Fault code reader (if applicable)
- Cam cover gaskets
- Technician hand tools
- Extension lead
- Personal protective equipment
- Surface plate
- Micrometer / vernier / rule / V blocks / DTi
- Replacement fork components

Master Technician

- 4 motorcycles – fully operational in ABS – Fuel Injection
- Engine rig (to be stripped)
- Multi-meters / scope
- Fault code readers / scan tools
- Technician hand tools
- Extension lead
- Personal protective equipment
- Presentation materials
- O2 sensors

Specific Tools Equipment

- Torque wrenches (scale to suit tasks)
- Feeler blades
- Motorcycle lifts (min 2) for each level
- Electrical test probe adaptors

Information

- Vehicle data for all tasks = mechanical/electrical/body

Workshop consumable and sundries

- Spill kit
- Cleaning materials inc; paper towel / cloth
- Bucket / water
- Personal Protective Equipment as applicable
- Goggles
- Hand protection
- Head protection
- Grease/lubes
- Selection of electrical consumables
- First Aid kit
- Inspection lamp or similar
- Copper washers
- Engine oil
- Brake fluid
- Brake cleaner
- Fork oil

On-Line Assessment

- PC for access to WWW
- Test area - suitably quiet environment