
COURSE SYLLABUS

Computer Aided Drafting & Design
Industrial Technology Department
Technical Education Division
South Plains College
Levelland Campus

Instructor: Terry Stucker
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COURSE INFORMATION

COURSE NUMBER	DFTG 2332-001
COURSE TITLE	Advanced Computer-Aided Drafting
PREREQUISITE(S)	DFTG 2319
LOCATION	TA 207
TEXTBOOK	<i>None</i>
DESCRIPTION	This is a drafting course that utilizes the application of advanced CAD techniques.
SCOPE	The scope of <u>Advanced Computer-Aided Drafting</u> will be for sixteen weeks, which will include two (2) hours of lecture per week and four (4) hours of laboratory experience per week, for a total of ninety-six (96) contact hours per semester.
COURSE OUTCOMES	Use a customized CAD system to create documents, working drawings and/or solid models, and use OLE (object linking and embedding) with external software.
COURSE TOPICS	<ol style="list-style-type: none">1) Orientation2) AutoCAD Customization3) Tables, Title Blocks and Borders4) Advanced Templates6) Isometric Drawing and Dimensioning7) Parametric Drawing and Constraints8) Design Center9) Bend Allowance and Ordinate Dimensions10) Assemblies12) 3D Modeling, Operations and Modifications13) Object Linking and Embedding14) Raster Images and Vector Files15) Advanced Layouts and Plotting

It is the policy of South Plains College for the spring 2021 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation.

GRADING

WEIGHTS	Daily Assignments	50%	SCALE	A	90 – 100%
	Mid-Term	20%		B	80 – 89%
	Final Exam	20%		C	70 – 79%
	Attendance	10%		D	60 – 69%
				F	59% or Below

DAILY ASSIGNMENTS Each practical drawing assignment will be calculated with 100 points as the highest possible grade.

Practical drawing assignments will be graded according to the following criteria:

- 1) Neatness
- 2) Line Criteria
- 3) Text Criteria
- 4) Dimensioning Criteria
- 5) Choice & Location of Views
- 6) Correctness & Accuracy of Views (shape description)
- 7) Nomenclature

REVIEW QUESTIONS Review questions may be assigned for lecture content and will be returned to student as a study guide for subsequent assessments.

QUIZ/EXAM Quizzes and Exams will be given periodically for the purpose of assessment. This may include practical drawing assessments, written assessments and or project-based assessments.

MID-TERM / FINAL EXAM The final examination will be comprehensive in nature, comprised of information from review questions, class lectures and/or textbook content

CLASSROOM POLICIES

DISCLAIMER The instructor reserves the right to amend any class policies or syllabus content as deemed necessary by South Plains College and will announce such changes ahead of time to the class. If a student has any questions about a change in policy, they have the right to discuss said change with the instructor.

ATTENDANCE **Three absences**, for any reason, are allowed per semester. Tardies, defined as not being present in class within 5 five minutes of the start of class, will count as ½ absence. Your grade will drop one letter grade per each absence over the allowable limit. Six absences could result in the student being dropped from the course.

Whenever absences become excessive, an **Excessive Absence Report** will be sent to the Dean of Students and, if in the instructor's opinion, minimum course objectives cannot be met due to absences, the student may be withdrawn from the course with the appropriate letter grade X, W, or F.

WITHDRAWAL Any student wishing to drop this class should go through the proper procedure of initiating the withdrawal by obtaining a **drop form** from the Registrar's Office. This form must be signed by the instructor.

OTHER POLICIES

Food and drink will be allowed at a student's work station as long as computers are not affected in a negative way. All drinks must be covered and stored away from computer so as not to damage any component. All workstations must be thoroughly cleaned before a student leaves class.

Music is allowed in the classroom during lab time only - as long as it is played through headphones.

Phones should be muted during the lecture phase of class. Phones are permitted during lab time when used directly for research or class initiatives. If a call is necessary, please excuse yourself from the class to address the call.

Students should adhere to all other standards established in the SPC Catalog found under *Student Conduct*.

ACCOMMODATIONS

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement

Any students who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make and necessary arrangements. Students must present appropriate verification from the SPC Disability Service Office during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodations until appropriate verification from the SPC Disability Service Office has been provided. For more information, you may contact the Disability Services Office (located in the Health & Wellness Center) at 806-716-2529 or visit <http://www.southplainscollege.edu/health/disabilityservices.php>

Equal Opportunity, Harassment, and Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

South Plains College is dedicated to providing a safe and equitable learning environment for all students. Discrimination, sexual assault, and harassment are not tolerated by the college. The Health and Wellness Center offers confidential support (806-716-2529) and Voice of Hope has a 24-hour hotline (806-763-7273). You are encouraged to report any incidents online at <http://www.southplainscollege.edu/about/campusafety/complaints.php>

Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth been within six months, under Title IX you have a right to reasonable accommodations to help continue your education. Students who wish to request accommodations must contact the Health and Wellness Center at 806-716-2529 to initiate the process.

Campus Concealed Carry

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.