
COURSE SYLLABUS

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

Instructor: Jason R. Bush, AIA
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Email: jbush@southplainscollege.edu
Office Hours: M/W: 8:00am-10:30am
F: 8:00am-12:00pm (by appt.)

COURSE INFORMATION

COURSE NUMBER	DFTG-2328-001
COURSE TITLE	Architectural Drafting – Commercial
PREREQUISITE(S)	DFTG 2300 and ARCE 1352 or consent of instructor
LOCATION	TA 207B
MEETING TIME	M/W 8:00A – 10:40A
TEXTBOOK	<i>Commercial Drafting and Detailing, 4th Edition</i> , by Alan Jefferis & Kenneth D. Smith, Cengage Learning, ISBN: 9781305560574
DESCRIPTION	This course instructs students in the preparation of architectural drawings for commercial structures with emphasis on construction methods, including architectural drafting procedures, practices, governing codes, accessibility requirements, terms, and symbols.
SCOPE	The scope of <u>Architectural Drafting – Commercial</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.
PURPOSE	Emphasis is placed on space planning, building design, construction methods and materials and the writing of specifications for commercial construction methods. The student must design and draw a complete set of detailed working drawings for an intermediate-sized commercial project.
COURSE OUTCOMES	Utilize architectural terms and symbols, symbols, commercial construction materials and processes to produce a set of construction drawings including: a site plan, floor plans, reflected ceiling plans, sections, elevations, schedules, and details.
COURSE OUTLINE	<ol style="list-style-type: none">1) Codes & Zoning Regulations2) Commercial Construction Methods and Materials3) Space Planning & Building Design4) Understanding and Writing Specifications5) Multi-Level Floor Plans6) Vertical Circulation7) Interior and Exterior Elevations8) Annotation9) Sections and Details10) Schedules11) Site planning and layout12) Construction Documents Set13) 3D Modeling and Image Creation14) Phasing and Work-sharing

GRADING

WEIGHTS	Attendance	30%	SCALE	A	90 – 100%
	Assignments	40%		B	80 – 89%
	Final Project	30%		C	70 – 79%
				D	60 – 69%
				F	59% or Below

ASSIGNMENTS Practical drawing and/or research assignments will be periodically assigned to demonstrate proficiency in various topics covered in class. These assignments are to be completed during laboratory time and will be graded on but not limited to the following items:

1. Neatness
2. Line Criteria
3. Text Criteria
4. Dimensioning Criteria
5. Layer Management Criteria
6. Correctness & Accuracy
7. Nomenclature
8. File Name Management and/or Digital Image File Creation

FINAL PROJECT The Final Project will be assigned near the end of the semester and will be used to demonstrate practical proficiency in the various topics covered in class throughout the semester. The final project is intensive and will require multiple laboratory periods to complete.

CLASSROOM POLICIES

ATTENDANCE **Three (3) absences**, for any reason, are allowed per semester. Your attendance grade will drop ten (10) percentage points for each absence over the allowable limit.

Late arrival (Tardiness), defined as not being present in class within 15 minutes of the scheduled start of class, will count as a ½ absence. A maximum of **six (6) late arrivals** are allowed per semester. Your attendance grade will drop ten (10) percentage points for each late arrival over the allowable limit.

If a student has not participated in the course in any form for a minimum of six (6) consecutive classes, without any communication from the student and is earning a solid “F”, the student will be contacted and encouraged to initiate a student withdrawal.

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.

OTHER POLICIES Drinks are allowed in the classroom/lab during lecture. Food is not allowed in the classroom/lab during lecture. Food and/or drinks will be allowed in the classroom/lab near a student's workstation if the computers are not affected in a negative way and/or the food/drinks do not distract/disturb the instructor or other students. All drinks must be stored away from the computer so as not to damage any component. All workstations must be thoroughly cleaned, and all trash must be properly disposed of before a student leaves class.

Music is allowed in the classroom during lab time if it is played through headphones.

Cellphones are only permitted during lab time when used directly for research or class initiatives. If your cell phone rings or you need to make a phone call, please promptly excuse yourself from the class to address the call.

At the discretion of the instructor, a failing grade (“F”) may be assigned to a student’s overall course grade and/or the student’s assignment grade in the case of academic dishonesty (cheating) and/or plagiarism due to the severity of the student’s actions and disregard for the learning objectives of the course.

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

ACCOMMODATIONS

Students can find statements regarding COVID-19 Protocol, Intellectual Exchange, Disabilities, Non-Discrimination, Title IX Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, and Campus Concealed Carry at <https://www.southplainscollege.edu/syllabusstatements/>.

SPC TexBook Program

This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course.

- **What is TexBook?** The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The charge for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition.
- **How do I access my TexBook?** Your course material is in your Blackboard course from the first day of class. Access to your course material is provided either by VitalSource or other links inside your Blackboard course. VitalSource (and many publisher’s) eBook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download 100% of the book for offline access.
- **Help with TexBook issues and support:** check with your professor or visit: <https://support.vitalsource.com/hc/en-us/requests/new> (available 24/7 via chat, email, phone, and text)
- **Opting out of TexBook:** Participating in TexBook is not mandatory, and you can choose to opt out. However, by opting out you will lose access to the course textbook/digital content and competitive pricing, and you will need to purchase the required course material on your own. If you drop the class or opt-out before the opt-out deadline, the TexBook fee will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the twelfth class day. The opt-out deadline for shorter terms varies between the second and third class day.

Please consult with your professor before deciding to opt-out.* If you still feel that you should purchase the course textbook/materials on your own, send an **opt-out email to **pwells@texasbook.com**. Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance with the process, contact the SPC Bookstore:

Email: pwells@texasbook.com / **Phone:** 806-716-2097

Email: agamble@texasbook.com / **Phone:** 806-716-4610