

DRAFTING TECHNOLOGY

ODESSA COLLEGE

INSTRUCTOR: Jim McPherson

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OFFICE HOURS: M-W 11:00 a.m.-12:00 p.m. 1:00 p.m.-2:00 p.m. 5:30 – 6:00 p.m.

T 11:00 a.m.-12:00 p.m. 1:00 p.m.-2:00 p.m. 5:30 – 6:00 p.m.

TH 10:00a.m.-12:00 p.m. 1:00 p.m.-2:00 p.m.

F By appointment only

COURSE NUMBER: DFTG 1409

COURSE TITLE: Basic COMPUTER-AIDED DRAFTING

INSTRUCTIONAL MATERIALS:

A. A. Textbooks: AutoCAD 2012 Instructor by LEACH

Pearson, ISBN 978-0-07-337546-5

COURSE REQUIREMENTS:

1. The students will be able to manipulate computer files.
2. The students will be able to produce drawings on the computer.
3. The students will be able to produce hard copies of their drawings.
4. The students will be able to revise their drawings.
5. The students will be able to edit their drawings.

METHOD OF EVALUATION:

Since the computer is able to draw perfect lines and lettering, the drawing will be judged on the following set of criteria:

1. Proper scale factor
2. Placement within the border
3. Correctness of drawing
4. Linework (The computer will only draw the type of line you tell it to so they better be correct)
5. Text (Again, the computer will only draw what you tell it to so your lettering better be good)
6. Drawings are graded using the following breakdown:
 1. 1st mistake – 15 point penalty - Each additional error – 5 points
 2. Documentation – 25%– YOUR NAME FOLKS – Should be on all drawings
 3. Intangibles – 5% - Spacing – placement – extra work on students part.

Chapter tests will generally consist of two parts, theoretical and practical. Each one will be worth 100 points. The average of both shall be the grade written down. IN ADDITION it is possible to lose points if you do not name your file correctly. The following is wrong – test.dwg. The following is correct:

Jimtest1.dwg. The first time you do not name the file correctly it will cost 5 points from the final grade.

The second time it will be 10 points. The third time (yes it has happened) it will cost 20 points.

Forewarned is forearmed.

ATTENDANCE POLICY:

Student attendance at EVERY class is expected. You should understand that each absence will adversely affect your grade. Please see the instructor regarding anticipated absences or conflicts due to college sponsored activities. The only way to get proficient doing computer-aided drafting is to do it often. Extra time spent in the cad lab outside of normal class time is strongly encouraged.

Odessa College has implemented a new policy which allows an instructor to drop a student with excessive absences. This is at the instructors' discretion.

ACADEMIC ETHICS POLICY:

Each student is expected to do their own work on any assignments, and take tests without notes or outside assistance. If unethical behavior is detected, All parties involved can be denied credit for the project or test or may be assigned an F for the class. A report will be made to the department chairman for further action as deemed necessary by the department chair.

SPECIAL NEEDS:

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432- 335-6861 to request assistance and accommodations.

IMPORTANT NOTES:

1. It is the policy of this instructor to help you complete this course. If you believe that you cannot complete this class due to medical, family, financial, social, job related or other problems or conflicts, you should see your instructor to discuss your options **PRIOR TO THE FINAL DROP DATE.**

2. Make-up work is allowed only for absences due to college sponsored activities. Exceptions to this policy may be granted at the discretion of the instructor.

3. Please remember that you are basically learning a new language in this course. The only way to get the most out of this class is to practice! I would strongly recommended that you spend as much time in the lab outside of class that you possibly can. The only way to get good is to practice and make every mistake that can be made. Spend time in the lab!!

IMPORTANT DATES

FEB 29	Last day to register for a degree or certificate
MAR 9	1 st Drawing Deadline. All drawings assigned up to Mar 1 due. Drawings will be taken up to 5:00 p.m. Labs will be available for last minute work.
MAR12-16	Spring Break
APR 13	Last day to drop a class with a W Please come see me if something happens after this date that would cause you to not be able to come to class. I can work miracles.
MAY 4	All drawings assigned since Mar 1due. Due by 5:00 p.m. labs available for last minute work.
May 7-11	Final exams