

# **SYLLABUS**

**CAD K107 COMPUTER AIDED DRAFTING LAB**

**CRN 30053 SECTION T2A**

**THREE RIVERS COMMUNITY COLLEGE  
NORWICH, CONNECTICUT 06360**

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**COURSE DESCRIPTION**

This laboratory accompanying Computer Aided Drafting utilizes software in an PC environment. Course may be taken concurrently with CAD K106.

**OBJECTIVES**

*The student will be able to*

1. Describe the computer hardware configuration.
2. Input commands from the keyboard, the screen menu, and the pull-down menus.
3. Locate points using rectangular and polar coordinate systems in both absolute and relative formats.
4. Draw parts using LINE, ARC, CIRCLE, POINT, POLYGON, PLINE, ELLIPSE, SOLID, and DONUT.
5. Set up ANSI standard prototype drawing sheets which include layers and linetypes.
6. Effectively utilize SNAP, GRID, and ORTHO settings in conjunction with the OSNAP overrides.
7. Manipulate the display with PAN, VIEW, and ZOOM options.
8. Locate text on a drawing, change text fonts, and apply text styles.
9. Modify and construct with ERASE, CHANGE, MEASURE, DIVIDE, FILLET, CHAMFER, TRIM, MOVE, ALIGN, ROTATE, COPY, MIRROR, ARRAY, SCALE, SELECT, BREAK, EXTEND, OFFSET, and STRETCH using GRIPS where appropriate.
10. Extract entity information using AREA, ID, LIST, DBLIST, and DIST.
11. Copy, delete, rename, and unlock files and list directory information.
12. Dimension a drawing according to industry ANSI standards.
13. Draw a part showing orthographics and auxiliary views.
14. Draw sectional views and graphical patterns.
15. Draw and edit polylines.
16. Establish dimension styles.
17. Create blocks, and insert blocks and XREFs.
18. Apply attributes to blocks, and extract attribute information.
19. Generate multi-view Paper Space plots.
20. Draw a wire-frame model using the User Coordinate System.

## METHOD OF EVALUATION

1. Student performance on weekly drawing assignments, and on drawing quizzes and examinations.
2. Unexcused absences from quizzes and exams will result in a score of 0 for that exam. Excused absences must be requested **in advance** of the in-class exam.

## LAB ASSIGNMENTS

Lab assignments must be submitted on or before the due date and time. **Late assignments will be awarded a 0 for that assignment.** Any disk submitted for grading that contains a virus will receive a 0 for that assignment. Any damaged disk submitted for grading will also receive a 0. Unexcused absences from lab assignments will also result in a score of 0 for that assignment. Excused absences must be requested **in advance** of the assignment deadline. Assignments will be graded on professionalism, accuracy, style, and completeness. Details of the lab assignments will be provided separately.

## MAKEUP POLICY

Students are required to make up missed drawing assignments and drawing quizzes and examinations resulting from excused absences. Arrangements are to be made on an individual basis with the instructor.

## ATTENDANCE POLICY

Students are expected to attend class regularly. No absences of any nature will be construed as relieving you from the responsibility for the completion of all work assigned by the instructor. Absences are discouraged because interaction with the instructor and classmates is an integral part of learning computer software applications. Unexcused absences from exams and quizzes will result in a score of 0 for that test.

## EARLY WARNING POLICY

Early intervention will be provided for students in academic difficulty. Tutoring services can be obtained through the Tutoring Center located in the Learning Resource Center at either campus. **The Registrar's Office will be notified in cases of prolonged absences.**

## CELL PHONES AND PAGERS POLICY

Students are notified that cellular phones and beepers are allowed in class or in the Learning Resource Center **only if they are turned off or turned to a silent mode.** Under no circumstances are phones to be answered in class. When there are extenuating circumstances that require that a student be available by phone or beeper, the student should speak to the instructor prior to class, so that together they can arrive at an agreement

## COLLEGE WITHDRAWAL POLICY

Students may withdraw, in writing at the Registrar's Office, for any reason until the end of the 10th week of classes. From the 11th week through the end of the 13th week, a student may withdraw with the signature of the instructor or advisor.

## DISABILITIES STATEMENT

If you have a question regarding a disability that may affect your progress in this course, please contact one of the college's Disability Service Providers as soon as possible. Chris Scarborough (892-5751) generally works with students who have learning disabilities or ADHD. Judy Hilburger (892-5744) generally works with students who have physical, visual, hearing, medical, mobility, and psychiatric disabilities. Matt Liscum (383-5249) also works with students who have disabilities.

**REQUIRED MATERIALS**

Shumaker, Terence M. and Madsen, David A. *AutoCAD and Its Applications Basic 2008*. Illinois: The Goodheart-Wilcox Company, Inc., 2008. Storage Media: Memory Stick.

**COURSE EVALUATION**

Weekly drawing assignments and drawing examinations will be given as outlined above. Weekly drawings will make up 60 percent of the final grade and drawing examinations will make up 40 percent of the final grade.

The following table lists the academic grades used and their corresponding quality points.

GRADES	DEFINITION	EQUIVALENT	QUALITY POINTS
A	Excellent	94-100	4.0
A-		90-93	3.7
B+	Good	87-89	3.3
B		83-86	3.0
B-		80-82	2.7
C+		77-79	2.3
C	Satisfactory	73-76	2.0
C-		70-72	1.7
D+		67-69	1.3
D		63-66	1.0
F	Poor		
	Unsatisfactory		0.0

A student may request an irrevocable Audit status from the Registrar within the Add-Drop Period. Such status may be granted with written approval of the instructor. Audit status is considered a non-academic grade (No grade points).

**INSTRUCTOR CANCELLATION OF CLASSES**

There may be instances when it will be necessary for the instructor to independently cancel classes such as for illness or personal inability to travel safely to the college. In these instances the instructor will attempt to notify students at least two hours in advance that classes will not be held. Notifications will be made by E-mail to the e-mail address provided by the student.

**POLICY ON ACADEMIC INTEGRITY**

Academic integrity is essential to a useful education. Failure to act with academic integrity severely limits a person's ability to succeed in the classroom and beyond. Furthermore, academic dishonesty erodes the legitimacy of every degree awarded by the College. In this class and in the course of your academic career, present only your own best work; clearly document the sources of the material you use from others; and act at all times with honor.

*If a class is cancelled for a reason other than a full college closing, students will be notified by email or by phone if a student does not have internet access to email. It is the student's responsibility to check email regularly.*

## COURSE OUTLINE

<u>CLASS</u>	<u>DATE</u>	<u>OBJECTIVES</u>	<u>TEXT READING</u>	<u>LAB EXERCISE</u>
1	9/3/08	Introduction to AutoCAD Features Working with Drawings and Templates Introduction to Drawing & Editing	Chapter 1 Chapter 2 Chapter 3	_____
2	9/10/08	Drawing Basic Shapes Line Standards, Drawing Formats, & Printing	Chapter 4 Chapter 5	_____
3	9/17/08	Object Snaps and Auto Tracking Geometric Constructions Obtaining Drawing Information	Chapter 7 Chapter 8 Chapter 13	_____ _____ _____
4	9/24/08 <b><u>QUIZ 1</u></b>	Editing Using Modifying Tools Editing Using Grips and Properties Drawing and Editing Polylines	Chapter 11 Chapter 12 Chapter 14	_____
5	10/1/08	Placing Text on Drawings Working with Tables Drawing Display Options	Chapter 9 Chapter 10 Chapter 6	_____ _____ _____
6	10/8/08	Dimensioning Styles and Linear Dimensioning Dimensioning Features and Alternate Practices Editing Dimensions	Chapter 16 Chapter 17 Chapter 18	_____ _____ _____
7	10/15/08	Dimensioning with Tolerances Geometric Dimensioning & Tolerancing	Chapter 19 Chapter 20	_____ _____
8	10/22/08	<b>MIDTERM EXAM</b>		
9	10/29/08	Creating Layouts and Plotting Section Views and graphic Patterns Multilines and Splines	Chapter 25 Chapter 21 Chapter 15	_____
10	11/5/08	Creating Symbols for Multiple Use Creating Dynamic Blocks	Chapter 23 Chapter 24	_____ _____
11	11/12/08	Using Attributes External References Drawings Creating and Using Sheet Sets	Chapter 26 Chapter 28 Chapter 29	_____
12	11/19/08 <b><u>QUIZ 2</u></b>	Basic Pictorial Isometric Drawings Introduction to Three Dimensional Drawing	Chapter 22 Lecture	_____
13	12/3/08	Annotative Objects and Multiview Drawings Using Model Space Viewports Creating and Using Sheet Sets	Chapter 27 Chapter 25 Chapter 29	_____ _____ _____
14	12/10/08	Script Files and Slide Shows	Lecture	_____ _____
15	12/17/08	<b>FINAL EXAM</b>		

*No class on 11/26/2008 If a class is cancelled for a reason other than a full college closing, students will be notified by email or by phone if a student does not have internet access to email. It is the student's responsibility to check email regularly.*