



## Syllabus

Instructor: Bob Riley

Communications:

Email Addresses- [riley@trcc.commnet.edu](mailto:riley@trcc.commnet.edu)

Office Hours by appointment

Class lectures and labs are in room D115 Thursday 5:30 – 9:50

Description:

The course introduces tools and techniques of AutoCAD 2019 covering draw commands, editing, dimensioning, hatching, layers, blocks, plotting and a variety of entry-level techniques and settings.

Course Outcomes:

- Learn AutoCAD draw commands.
- Effectively use edit and modify commands.
- Manage drawings using layers, line types and color.
- Manage the Dim Style Manager.
- Create basic drawings.
- Apply knowledge to applications of Science, Technology, Engineering, and Mathematics. (STEM)
- Identify, analyze and solve technical drawing problems.
- Communicate effectively through the use of AutoCAD
- Demonstrate proficiency in the use of AutoCAD

Required Textbook(s) and materials:

AutoCAD 2019 Instructor

By: James A Leach SDC Publications

Some form of storage media: Flash Drive.

Grading:

Quizzes, tests, and exams will cover assigned drawing skills from lab drawings, reading and materials discussed in class. Homework and project assignments are announced in class. Lab and lecture assignments are due on the day after the next scheduled class; projects are due on the designated date. Assignments will be graded on professionalism, accuracy, proficiency, and completeness according to the drawing rubric.

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• Grading Breakdown:					
○ 106 T1					
▪ Weekly Assignments		75%			
• Tests	5		A	94-100	4.0
• Quizzes	3		A-	90-93.5	3.7
• Questions	1		B+	87-89.5	3.3
• Drawings	See Rubric example		B	83-86.5	3.0
○ Weighted Individually by degree of difficulty			B-	80-82.5	2.7
○ Weighted by concept focus. (dimensioning, geometry...)					
• Other			C+	77-79.5	2.3
▪ Exams		15%			
• Midterm			C	73-76.5	2.0
• Final Comprehensive			C-	70-72.5	1.7
• Portfolio	10%		D+	67-69.5	1.3
			D	63-66.5	1.0
			D-	60-62.5	0.7
			F		0.0

DATE	WEEK	CONTENT	ASSIGNED READING CHAPTERS
Aug 28	1	Course Introduction TRCC Network- Blackboard learn Windows Basics Starting AutoCAD Menu Systems Coordinate Systems Basic Text Intro Power Point Your Portfolio Software for home	1 2 3
Sep 5	2	Basic Setup and Draw Commands	5 6 8
Sep 12	3	Draw Commands	15
Sep 19	4	Selection Sets Modifying Objects	4 9&16
Sep 26	5	Line Standards, Layers, View Tools and Basic Plotting Text Styles and Multiline Text	11 10 18
Oct 3	6	Object Snaps (osnaps) Obtaining Drawing Information	7 17
Oct 10	7	Construction Tools & Multi-view Drawings Making a Prototype Template	24 12
Oct 17	8	Mid-Term exam	
Oct 24	9	Linear and Angular Dimensioning	28
Oct 31	10	Dimension Standards and Styles Editing Dimensions	29
Nov 7	11	Standard Blocks	21
Nov 14	12	Section Views and Hatching	26
Nov 21	13	Exploring AutoCAD 3D	
Dec 5	14	Power Point Portfolio Due Exploring other 3D programs Final Exam Review	
Dec 12	15	Final Exam	Comprehensive
Dec 17	16	Grades Due @ noon	

The instructor reserves the right to revise information contained herein. Changes, if any will be announced in class

Please make sure that you are aware of the **Academic Integrity Policy**

*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.*

## **ATTENDANCE**

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. Class instruction provides an opportunity for you to observe, comprehend, work on in-class assignments, ask questions and participate in discussions.

Unexcused absences from quizzes and exams will result in a score of zero. Excused absences must be submitted in writing, and be made in advance of the quiz or exam. Arrangements are to be made up on an individual basis with the instructor.

## **DIGICATION**

All students are required to maintain an online learning portfolio using a TRCC designed template. Through this electronic tool, students can see their own growth in college-wide learning. The student can keep and continue to use the Digication account after graduation. A Three Rivers General Education Assessment Team will select random works to improve the college experience for all. No names will be attached to the assessment work; it will remain private and anonymous for college improvement purposes. In class outlines, students will find recommended assignments which support various college-wide learning abilities. The student will have a tool which can integrate their learning from the classroom, school, and life and allow for another opportunity of learning at TRCC! Students will be able to make multiple portfolios.

## **PEOPLE WITH LEARNING DISABILITIES**

If you have a learning disability that will affect your ability to successfully complete this class, contact Assistance-Learning Disabilities. Assistance- Learning Disabilities will be able to assist you if you have or determined to have a learning disability and provide you with the necessary paperwork for accommodations.

### **Assistance - Learning Disabilities Contact**

[Contact Information](#)

Phone: (860) 215-9017

Location: Room A-119

Hours: Monday through Friday (excepting major holidays)

8:30am to 5:00pm

Also, if you need additional help or tutoring take advantage of the Tutoring and Academic Success Center.

### **Combined Tutoring Center & Writing Center**

TASC is located in Rm. C-117, next to the Library.

- **860.892.5713**
- **TASC Main Addresses:** [TASC@trcc.commnet.edu](mailto:TASC@trcc.commnet.edu) or [TRWritingCenter@trcc.commnet.edu](mailto:TRWritingCenter@trcc.commnet.edu)

# FALL 2019 STANDARD 15 WEEK SESSION

<b>Aug 26</b>	Registration deadline and last day to drop classes for full tuition refund
<b>Aug 27</b>	Classes begin, add and drop periods begin
<b>Sep 2</b>	<b>Labor Day - college closed</b> and last day for students to add a class - online ( <b>Aug 30 in person</b> )
<b>Sep 3-6</b>	Welcome Week
<b>Sep 9</b>	Last day to drop classes and partial tuition refund
<b>Sep 17</b>	Constitution Day observed (classes in session)
<b>Sep 20</b>	Professional Day (classes in session)
<b>Sep 24</b>	Last day to select audit option
<b>Oct 21</b>	Mid-term Grades Due
<b>Oct 22</b>	Reading Day <b><u>*See Additional Notes</u></b>
<b>Nov 4</b>	Advising day (classes in session) Registration begins for Winter '19 Intersession and registration begins for Spring '20 Semester for Continuing Degree-Seeking Students and New Students with Veteran Status
<b>Nov 5</b>	Advising day (classes in session)  Last day to withdraw from classes, last day to select pass/fail option, and last day to submit incomplete work from Spring '19 and Summer '19
<b>Nov 8</b>	Registration begins for New Student and Non Degree-Seeking Student Registration for Winter '19 Intersession and Spring '20 Semester, and last day to apply for spring graduation (May '20)
<b>Nov 27</b>	College open - no classes in session
<b>Nov 28-Dec 1</b>	<b>Thanksgiving recess</b>
<b>Dec 15</b>	Last day of 15 Week Session
<b>Dec 17</b>	Final grades due to Registrar's office (by noon)
<b>Dec 20</b>	Grades available on web
<b>Dec 23</b>	Semesters end for CC
<b>Dec 25</b>	<b>Christmas Day - college closed</b>