



**DFTG 2419 201 HY**  
**Intermediate Computer Aided Drafting**  
**Spring 2022**  
**Wednesday 6:00-8:50pm Lab**  
**A minimum of 3 hours online**

**Instructor Information:**

**Name:** Andrew Gregory  
**Email:** [Agregory2@com.edu](mailto:Agregory2@com.edu)  
**Phone:** 409 933-8161

**Student hours and location:**

My office hours are typically spent in STEAM 134 lab during those times the lab is open for student use. Tuesday, Wednesday, 2:30 to 5:00 pm in STEAM 134 and Monday 2:30-5:00 pm Online, online link in Blackboard.

**Required Textbook:**

AutoCAD and Its Applications Basics 2020, 26th Edition,  
Terence M. Shumaker and David A. Madsen and David P. Madsen.  
Format: Hardcover or Online, Copyright: © 2019

**Course Description:** A continuation of practices and techniques used in basic computer-aided drafting including the development and use of prototype drawings, construction of pictorial drawings, extracting data, and basics of 3D.

**Course requirements:**

Each week there is the same process for learning the material:

1. First you read the text, watch the screencasts of me demonstrating the content of the chapter, and complete five exercises.
2. In the lab we will collectively review any question the class members have on the exercises.
3. In lab we will collectively complete the drawing problems.
4. You will also take a short quiz in Blackboard to keep you reading the text and completing the exercises.

**Determination of Course Grade / Detailed Grading Formula**

Students will be graded on "points-earned" criteria. A grade of C or above is considered acceptable.

Assessments	Points Each	Total Point Value
Attendance (per week)	5	75
Drawing Problems (per chapter)	40	600
Exercises (per chapter)	25	375
Chapter Quizzes	20	300
Online Discussion (per week)	10	150
Course Evaluation	50	50
<b>TOTAL</b>		<b>1,550</b>

\*Individual Assignments due dates and criteria are listed on the schedule

### Grading Scale

1395-1550 points = A

1240-1394 points = B

1085-1239 points = C

930-1084 point = D

Below 930 = F

### Late Policy:

Show up on time. Class will start on time. If you are more than 15 minutes late you will not receive attendance points.

**Make-Up Policy:** Late work will incur a 20% penalty. If there is a documented medical or family emergency, please see me to discuss a work plan to get you caught up.

### Attendance Policy:

Attendance is required at the lab sessions. In addition, you are required to log in to 'Blackboard' a minimum of once per week.

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. . I do receive my college email on my phone. Typically, emails are answered within a day or less. Course assignments will be graded within a week. I would like to have all the previous week assignments graded by Lab Time.

Outcome	Maps to Core Objective	Assessed via this Assignment
1. Produce 2D and 3D drawings	Critical Thinking	Chapter 22 Drawing Problem
2. Pictorial drawings	Communication-Visual	Chapter 23 Drawing Problem
3. Use external referencing of multiple drawing to construct a composite drawing	Teamwork	Chapter 30 Drawing Problem
4. And import and extract data utilizing attributes	Quantitative	Chapter 24 Drawing Problem
5. Participate in a Global CAD community gaining intercultural knowledge and the ability to engage in global communities.	Social Responsibility	Discussion Forum Week 2 - Using Autodesk Forum
6. Analyze the planning of a drawing project and debrief on its outcome.	Personal Responsibility	Discussion Forum Chapter 15 on working together on a partner project

### Academic Dishonesty:

Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a grade of zero on that exam and the student will be referred to the Office of Student Conduct for the appropriate disciplinary action.

### Student Concerns:

If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Professor Selina Rahman, Chair Business Computer Technology Department at [sabernathy@com.edu](mailto:sabernathy@com.edu) or 933-8330.

### Course outline:

		Points	Due
Week 1			
Week 2			
Chapter 18			
Attendance		5	1/27
Exercises	18-1, 18-3, 18-5, 18-7, 18-9	25	1/26
Drawing Problems	P18-9, P18-20,	40	1/28
Quiz		20	1/28
Discussion Post		10	1/28
Week 3			
Chapter 19			
Attendance		5	2/3
Exercises	19-1 - 19-4	25	2/2
Drawing Problems	P19-2, P19-7, P19-18	40	2/2

Quiz		20	2/2
Discussion Post		10	2/2
Week 4			
Chapter 20			
Attendance		5	2/10
Exercises	20-1, 20-3, 20-5, 20-7, 20-9,	25	2/9
Drawing Problems	P20-6, P20-11, P20-16	40	2/11
Quiz		20	2/11
Discussion Post		10	2/11
Week 5			
Chapter 21			
Attendance		5	2/17
Exercises	21-1 - 21-9	25	2/16
Drawing Problems	P21-9, P21-14, P21-15	40	2/18
Quiz		20	2/18
Discussion Post		10	2/18
Week 6			
Chapter 22			
Attendance		5	2/24
Exercises	22-1 - 22-13	25	2/23
Drawing Problems	P22-5, P22-8	40	2/25
Quiz		20	2/25
Discussion Post		10	2/25
Week 7			
Chapter 23			
Attendance		5	03/3
Exercises	23-3, 23-5, 23-7, 23-9, 23-11	25	03/2
Drawing Problems	P23-7, P23-8	40	3/4
Quiz		20	3/4
Discussion Post		10	3/4
Week 8			
Chapter 24			
Attendance		5	3/10
Exercises	24,1, 24-3, 24-5, 24-7, 25-8	25	3/9
Drawing Problems	P24-2, P24-10	40	3/11
Quiz		20	3/11
Discussion Post		10	3/11
SPRING BREAK			3/17

Week 9			
Chapter 25			
Attendance		5	3/24
Exercises	25-1, 25-2, 25-3	25	3/23
Drawing Problems	P25-2, P25-3, P25-4	40	3/25
Quiz		20	3/25
Discussion Post		10	3/25
Week 10			
Chapter 26			
Attendance		5	3/31
Exercises	26-1 - 26-8	25	3/30
Drawing Problems	P26-3, P26-12	40	4/1
Quiz		20	4/1
Discussion Post		10	4/1
Week 11			
Chapter 27			
Attendance		5	4/7
Exercises	27-1 - 27-5	25	4/6
Drawing Problems	P27-1, P27-5, Bonus P27-9	40	4/8
Quiz		20	4/8
Discussion Post		10	4/8
Week 12			
Chapter 28			
Attendance		5	4/14
Exercises	28-1, 28-3, 28-5 28-6, 28-7	25	4/13
Drawing Problems	P28-4, P28-9	40	4/15
Quiz		20	4/15
Discussion Post		10	4/15
Week 13			
Chapter 29			
Attendance		5	4/21
Exercises	29-1, 29-3, 29-5, 29-7, 29-9	25	4/20
Drawing Problems	P29-13, P29-14	40	4/22
Quiz		20	4/22
Discussion Post		10	4/22
Week 14			
Chapter 30			
Attendance		5	4/28

Exercises	30-1, 30-2, 30-2, 20-4, 30-5	25	4/27
Drawing Problem	P30-3	40	4/29
Quiz		20	4/29
Discussion Post		10	4/29
Week 15			
Chapter 31			
Attendance		5	5/4
Exercises	31-1 - 31-6	25	5/4
Drawing Problems	P31-1, P31-6	40	5/6
Quiz		20	5/6
Discussion Post		10	5/7
Week 16			
Chapter 32			
Attendance		5	5/12
Exercises	32-1 - 32-5	25	5/11
Drawing Problem	P32-1	40	5/13
Quiz		20	5/13
Discussion Post		10	5/13
Course Evaluation			5/9
	Total	1550	

### Institutional Policies and Guidelines

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. [https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.* [https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf)

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college career. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Counseling Statement:** Any student that is needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). Counseling services are available on campus in the student center for free and students can also email [counseling@com.edu](mailto:counseling@com.edu) to setup their appointment. Appointments are strongly encouraged; however some concerns may be addressed on a walk-in basis.

**Textbook Purchasing Statement:**

A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:**

Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw is March 2nd for the 1st 8-week session, April 25th for the 16-week session, and May 4th for the 2nd 8-week session.

**F<sub>N</sub> Grading:**

The F<sub>N</sub> grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F<sub>N</sub> grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F<sub>N</sub> grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F<sub>N</sub> grade.

**Early Alert Program:**

The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**COVID-19 Statement:**

All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland’s Coronavirus Information site at [www.com.edu/coronavirus](http://www.com.edu/coronavirus). In compliance with [Governor Abbott's May 18 Executive Order](#), face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires

face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit [com.edu/coronavirus](http://com.edu/coronavirus) for future updates.

## **Success Tips for Students, Course Delivery & Expectations:**

### **Course Delivery & Expectations**

The course content is delivered via the online portion of the course through reading, completing practice exercises and the chapter problems. A short five question quiz is also given on each chapter. This is to ensure that you read the text.

You will need to log in each week and the reading, watching the demos and completing the exercise and problems will probably take between 4 and 8 hours outside of the lab time.

The lab is intended to address your questions on the current chapter not present it in its entirety. Therefore, you should have completed the reading, watched the screencasts and attempted all the exercises and problems before Tuesday's Lab.

The Exercise are due the night before lab at 11:59pm, the quizzes are due the day following our Lab Meeting at 11:59pm, The Projects are due on Sundays at 11:59 pm.

**Course Prerequisite:** DFTG 1305 and DFTG 1433 with a grade of 'C' or better.

**Technology Prerequisite:** You must complete the free [Online Learners workshop](#).

### **Course Format:**

The structure of this hybrid course is called either a 'Flipped' or 'Inverted' classroom. What that basically means to you, as the student, is that the traditional lecture component of a Lecture/Lab course is now delivered online, you can be at home on the couch or can watch and draw on your schedule. The online part is demonstration screencasts of how to use the AutoCAD software. The Lab part is where we meet one evening a week for some quality face time. Both the online and Lab parts of the class are essential. You should have watched all of the screencasts and completed the exercises and attempted the drawing problems prior to our Lab session. At the Lab session we will open with a discussion of issues or problems the group encountered, provide more face to face demonstrations, and review your work one on one at your computer.

### **Technology Outage Policy:**

It is your responsibility to complete the coursework in a timely manner. THE ONLY EXTENSION OF DUE DATES related to technology outage is an outage of College of the Mainland's systems such as Blackboard or the internet connect to the College. If your computer or internet provider are experiencing a technological outage other options include completing the work at the College or at another location that has WIFI.