



DFTG-1305-201CK-SP2022
Introduction to Technical Drawing
Spring 2022
Wednesday 6:00 pm to 9:50 pm

Instructor Information:

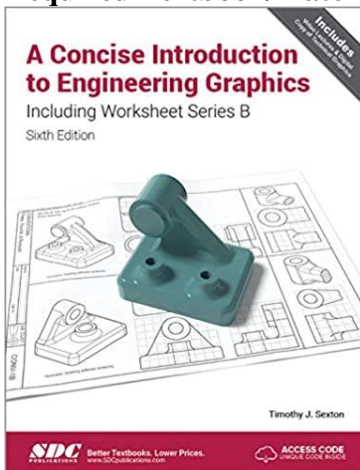
Name: Steven Britt, Adjunct,
Email: sbritt1@com.edu
Phone: 832-326-7935 (cell)
Please text to cell outside of class hours.

Class hours: Wednesdays from 6:00 pm to 9:50 pm

Class Location: STEAM Bldg. Room 121

Student hours and location: During Class hours and as available by text & email. There will NOT be a class held on Wednesdays that fall during a holiday per the C.O.M. Academic Calendar.

Required Textbook/Materials:



[“A Concise Introduction to Engineering Graphics, Including Worksheet Series B”](#)

Author: SEXTON

Edition: 6th - 19 – Series B

ISBN: 9781630572891

HYPERLINK

Course Description: Study of mechanical drawings using dimensioning and tolerances, sectioning techniques, orthographic projection, and pictorial drawings.

Course requirements: (including description of any special projects or assignments)

Determination of Course Grade/Detailed Grading Formula: Students will be graded on "points-earned" criteria. A grade of C or above is considered acceptable.

Grading Formula	Grading Scale
Unit lab drawings 70%	90% to obtain an "A"
Unit quizzes 20%	80% to obtain an "B"
Attendance 10%	70% to obtain an "C"
	60% to obtain an "D"
Total: 100%	Below 60% = "F"

Late/ Make-Up Work: Late work will incur a 20% penalty. If you know that you will need to be absent/miss work, please discuss this with Mr. Britt in advance – either in class or by email. If there is a documented medical or family emergency, please see me to discuss a work plan to get you caught up. I WILL work with you if you communicate with me - either prior to the absence or immediately upon return. If you don't communicate, I have very little room for empathy or sympathy. Timely communication is the key.

Attendance Policy: Attendance is required at the lab sessions - attendance is 10% of the semester average. 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. Assignments are usually graded within a week. I try to have all the previous week assignments graded by the next Lab Time.

Join the class REMIND: My wife has a chronic medical condition. I work hard to not let it affect my ability to attend your class. However, there are times when I have to attend to emergency medical situations. In that event, I need a way to contact you prior to that emergency so that you do not show up to class needlessly. I do this through REMIND. Please join the REMIND using the link below. And you will get 20 extra credit grade points!

<https://www.remind.com/join/c4dkhf>

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Create technical sketches		Week 1
2. Create geometric constructions	Critical Thinking	Week 4
3. Create orthographic projections		Week 3
4. Create pictorial views	Communication Visual	Week 8
5. Create dimensioned drawings	Quantitative	Week 11

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 Sheena Abernathy, Chair Business Computer Technology Department at sabernathy@com.edu or 933-8330.

Course outline: Course Outline: Lectures, Lab assignments, quizzes, and exam will take place in the online. External reading will be assigned.

**TECHNICAL DRAFTING DFTG 1305
Lab and Reading Assignments**

Lab Assignments	Reading Assignments	Assignments
Week 1	Chapter 1 Chapter 2	5-10, 5-11, 5-12 Lettering 5-1 5-2, 5-3, 5-4, 5-5, 5-6 Sketching
Week 2	Chapter 5	LNT-1, LNT-6
Week 3	Chapter 3	MVS-1B, MVN-1B, MVN-2B, MVN-3B,
Week 4	Chapter 3 cont.	MVI-1B, MVI-2B, MVO-1B, MVO-2B, Quiz
Week 5	Chapter 4	ISMN-1B, ISMN-2B, ISMN-3B, ISMN-4B
Week 6	Chapter 4 cont.	ISMI-1B, ISMI-2B, ISMI-3B, ISMO-1B
Week 7	Chapter 6	AUX-1B, AUX-2B
Week 8	Chapter 7	SECF-1B, SECOF-1B
Week 9	Chapter 8	SCALEARB, SCALECEB, Quiz
Week 10	Chapter 8 cont.	SCALEMEB, SCALESIB
Week 11	Chapter 9	DIM-1B, DIM-2B, DIM-3B
Week 12	Chapter 9 cont.	DIM-4B, DIM-5B, DIM-6B

Week 13	Chapter 10	16-1, 16-2, 16-3, Quiz
Week 14	Chapter 11	16-4, 16-5, 16-6 12/2
Week 15	Semester Wrap-up	

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. *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

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. 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. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up 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 from the 1st 8-week session is March 2. The last date to withdraw from the 16-week session is April 25. The last date to withdraw for the 2nd 8-week session is May 4.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N 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_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F_N 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. 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 for future updates.