



**DFTG 1430 201 HY**  
**Civil Drafting I**  
**Spring 2022**  
**Thursday 6:00-8:50pm Lab**  
**A minimum of 3 hours online per week**

**Instructor Information:**

**Name:** Andrew Gregory

**Email:** [Aggregory2@com.edu](mailto:Aggregory2@com.edu)

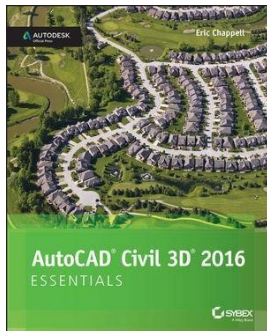
**Phone:** 409 933 8161

**Office Hours and Location:** M, T, W, Th 3:00- 4:55 pm

**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 Civil 3D 2016 Essentials:

Autodesk Official Press

Eric Chappell

ISBN: 978-1-119-05959-2

**Course Description:**

A course in civil drafting procedures, practices, governing codes, terms and symbols including the preparation and reading of detailed working construction drawings using AutoCAD Civil3D.

**Course requirements:**

Chapter 3 Exercises – Will evaluate your ability to interpret field notes and also evaluate the core objective of Critical Thinking.

The Essentials and Beyond in each chapter – Will evaluate your ability to develop documents for a civil project and also evaluate the core objective of Communication – Visual.

Chapter 14 Drawing Problems – Will evaluate your ability to Analyze and layout drainage and utilities infrastructure; perform related calculations, in addition it will evaluate the core objective of Quantitative Skills.

Chapter 17 Discussion Forum – Will evaluate Analyze the planning of a drawing project and debrief on its outcome, in addition it will also evaluate the core objective of Personal Responsibility.

Throughout the semester assignments will assess the course outcomes. You will not notice anything different about these exercises. Their assessment is a method for the instructor to evaluate the success of the instruction and teaching methods. Below is a list of the assignments and their associated outcomes.

### Grading Formula

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

<b>Assessments</b>	<b>Points Each</b>	<b>Total Point Value</b>
Lab Attendance	5	75
Discussion Forum	10	150
Drawing Problems (per chapter)	65	975
Chapter Quizzes	20	300
Course Evaluation	50	50
Local Project	100	100
TOTAL		1,650

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

### Grading Scale

1485-1650 points = A 1320-1484 points = B

1155-1319 points = C 990-1154 point = D

Below 989 = F

### 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.

**Tardiness Policy:**

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

**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. (Faculty may add additional statement requiring monitoring and communication expectations via Blackboard or other LMS)

To communicate about your degree plan or certificate, more global questions please use my COM email.

I would like you to provide your personal email, so I may enter it in the course email distribution list.

I do receive my college email on my phone.

Typically, emails are answered within a day or less.

Course assignments are graded within a week. I would like to have all the previous week assignments graded by Lab Time.

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Interpret field notes	Critical Thinking	Chapter 3 Exercises
2. Develop documents for a civil project	Communication-Visual	Essentials and Beyond Chapter 1-14 and 17
3. Analyze and layout drainage and utilities infrastructure; perform related calculations	Quantitative	Chapter 14 Exercises
4. Analyze the planning of a drawing project and debrief on its outcome.	Personal Responsibility	Discussion Forum week 16

**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 Science and Engineering Department at [sabernathy@com.edu](mailto:sabernathy@com.edu) or 933-8330.

**Course Outline Schedule:**

	Due	Points	BB/Lab*
Week 1	1/20		
<b>Chapter 1 Navigating the AutoCAD Civil 3D User Interface</b>			
Attendance	1/20	5	Lab
Exercises	1/25	35	Lab
Essentials and Beyond	1/25	30	BB
Quiz	1/25	20	BB
Discussion	1/25	10	BB
Week Total		100	
Week 2	1/27		
<b>Chapter 2 Leveraging a Dynamic Environment</b>			
Attendance	1/27	5	Lab
Exercises	2/2	35	Lab
Essentials and Beyond	2/2	30	BB
Quiz	2/2	20	BB
Discussion	2/2	10	BB
Week Total		100	
Week 2	2/4		
<b>Chapter 3 Establishing Existing Conditions Using Survey Data</b>			
Attendance	1/27	-	Lab
Exercises	2/2	35	Lab
Essentials and Beyond	2/2	30	BB
Quiz	2/2	20	BB
Discussion	2/2	10	BB
Week Total		95	

Week 3	2/3		
<b>Chapter 4 Modeling the Existing Terrain Using Surfaces</b>			
Attendance	2/3	5	Lab
Exercises	2/8	35	Lab
Essentials and Beyond	2/8	30	BB
Quiz	2/8	20	BB
Discussion	2/8	10	BB

Week Total		100	
Week 4	2/10		
Chapter 5 Designing in 2D Using Alignments			
Attendance	2/10	5	Lab
Exercises	2/15	35	Lab
Essentials and Beyond	2/15	30	BB
Quiz	2/15	20	BB
Discussion	2/15	10	BB
Week Total		100	
Week 5	2/17		
Chapter 6 Displaying and Annotating Alignments			
Attendance	2/17	5	Lab
Exercises	2/22	35	Lab
Essentials and Beyond	2/22	30	BB
Quiz	2/22	20	BB
Discussion	2/22	10	BB
Week Total		100	
Week 6	2/24		
Chapter 7 Designing Vertically Using Profiles			
Attendance	2/24	5	Lab
Exercises	3/1	35	Lab
Essentials and Beyond	3/1	30	BB
Quiz	3/1	20	BB
Discussion	3/1	10	BB
Week Total		100	
Week 6	2/24		
Chapter 8 Displaying and Annotating Profiles			
Attendance	2/24	-	Lab
Exercises	3/1	35	Lab
Essentials and Beyond	3/1	30	BB
Quiz	3/1	20	BB
Discussion	3/1	10	BB
Week Total		95	
Week 7	3/3		
Chapter 9 Designing in 3D Using Corridors			
Attendance	3/3	5	Lab
Exercises	3/8	35	Lab
Essentials and Beyond	3/8	30	BB
Quiz	3/8	20	BB
Discussion	3/8	10	BB
Week Total		100	

Week 8	3/10		
Chapter 10 Creating Cross Sections of the Design			
Attendance	3/10	5	Lab
Exercises	3/22	35	Lab
Essentials and Beyond	3/22	30	BB
Quiz	3/22	20	BB
Discussion	3/22	10	BB
Week Total		100	
Week 9	3/24		
Chapter 11 Displaying and Annotating Sections			
Attendance	3/24	5	Lab
Exercises	3/29	35	Lab
Essentials and Beyond	3/29	30	BB
Quiz	3/29	20	BB
Discussion	3/29	10	BB
Week Total		100	
Week 10	3/31		
Chapter 12 Designing and Analyzing Boundaries Using Parcels			
Attendance	3/31	5	Lab
Exercises	4/5	35	Lab
Essentials and Beyond	4/5	30	BB
Quiz	4/5	20	BB
Discussion	4/5	10	BB
Week Total		100	
Week 11	4/7		
Chapter 13 Displaying and Annotating Parcels			
Attendance	4/7	5	Lab
Exercises	4/12	35	Lab
Essentials and Beyond	4/12	30	BB
Quiz	4/12	20	BB
Discussion	4/12	10	BB
Week Total		100	
Week 12	4/14		
Chapter 14 Designing Gravity Pipe Networks			
Attendance	4/14	5	Lab
Exercises	4/19	35	Lab
Essentials and Beyond	4/19	30	BB
Quiz	4/19	20	BB
Discussion	4/19	10	BB
Week Total		100	

Week 13	4/21		
Chapter 17 Designing New Terrain			
Attendance	4/21	5	Lab
Exercises	4/26	35	Lab
Essentials and Beyond	4/26	30	BB
Quiz	4/26	20	BB
Discussion	4/26	10	BB
Week Total		100	
Week 14			
Attendance		5	Lab
Local Project	5/3	95	BB
Week Total		100	
Week 15			
Attendance		5	Lab
Local Project	5/10	95	BB
Week Total		100	
Week 16			
Course Evaluation	Due 5/9	50	BB
Semester wrap up – print drawings	5/13		
<b>Total</b>		1650	

Reading, Discussion Forums and Quizzes should be completed online. We will work on the chapter problems during the in-person lab session.

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### Institutional Polices 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 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. 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](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 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 is March 3rd for the 1st 8-week session, April 26 for the 16-week session, and May 5<sup>th</sup> for the 2<sup>nd</sup> 8-week session.

\*\*It is the responsibility of the student to withdraw from the course officially by contacting Admissions and completing the necessary paperwork.

**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). Students are required to watch a training [video](#), complete the [self-screening](#), and acknowledge the safety guidance at: [www.com.edu/selfscreen](http://www.com.edu/selfscreen). In addition, students, faculty, and staff must perform a [self-screening](#) prior to each campus visit. Finally, students, faculty, or staff who have had symptoms of COVID-19, received a positive test for COVID-19, or have had close contact with an individual infected with COVID-19 must complete the [self-report tool](#).

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

**Course Communication:**

To communicate about this course please use the course email.

**Course Delivery & Expectations:**

The course content is delivered via the online portion of the course through reading, watching demonstrations on a screencast and you completing the Essentials and Beyond drawing problem. 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. The reading, watching the demos, and completing the Essentials and Beyond problem 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 does not present it in its entirety. Therefore, you should have completed the reading, reviewed the supplemental material before the weekly Lab. The drawing problems, discussion forum, and quiz are due the Sunday prior to our Lab Meeting at 10:00pm

All drawing problems should be attached to the course assignment in the online course. The files should be in their native format, meaning, if it is an AutoCAD drawing submit the AutoCAD file.

**Course Prerequisite:**

DFTG 1305 and DFTG 1409 **With a grade of 'C' or better.**

**Technology Prerequisite:**

You must complete the free [Online Learners workshop](#) Before you will gain access to this course online via Blackboard.

**Course Format:**

The structure of this hybrid course is the topics are introduced in lab and the exercises are completed in the collective setting. Online you continue practicing and mastering

the skills and concepts for the week by completing the Essentials and Beyond. This exercise combines all the commands and concepts presented in chapter exercises. There is a video showing step by step how to complete the Essentials and Beyond. In addition, you complete a quiz and discussion forum online. Both the online and Lab parts of the class are essential. At the Lab session we will open with a discussion of issues or problems the group encountered in the previous week, 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.