

**DE ANZA COLLEGE - ADVANCED TECHNOLOGY CENTER
BUSINESS/COMPUTER SYSTEMS DIVISION
CAD & DIGITAL IMAGING DEPARTMENT
GREEN SHEET FOR Spring 2009**

Course: CDI 80B AutoCAD (Beginning) Class Mon & Wed, 8:30 am – 12:10 Rm. AT301
Instructor: Mr. Thomas Feiller Office Phone: (408) 960-4873 E-mail: CadGuy7@yahoo.com

Text & Reference: AutoCAD 2010: A Problem Solving Approach by Sham Tickoo. (required)
Technical Drawing and Design by Louis Gary Lamit

Overview: 7:20 hour's lecture/laboratory per week.

Standard Operating Procedures

Student Learning Outcome: This course is to educate and assist students, designers, engineers, and professionals in the drawing tools of AutoCAD. Explore the learning process through a series of drawing projects and related objectives targeted to aid the student in achieving beginning to intermediate skills in the use of AutoCAD 2010.

The hands on work shall include:

- Numerous activities using AutoCAD's drawing and editing tools to create two dimensional drawings depicting mechanical parts and architectural floor plans and elevations.
- Develop drawing sheet sets to be used as templates to format layouts for printing.
- Apply and manipulate notes, dimensioning and other annotation to properly describe a drawing and layout.

Required documents will be submitted digitally with the exception of quizzes.

- The drawing assignments and final in native AutoCAD file (*.DWG) format. A "print" of the drawing layout in PDF format.
- A hard copy of completed quizzes.
- Other files/documents if asked by your instructor.

Attendance: Attendance at all classes is expected. While the student's attendance record is not part of his/her grade, the work load is designed to make **full** use of the hours allocated for this class. That is to say, if a student doesn't put 7 hours of work per week on the subject matter, he/she cannot expect to finish the assigned work by the end of the quarter. **It is the student's complete responsibility to drop this class. I will not drop anyone from the class. If you fail to officially drop you will receive a failing grade.**

Homework: The "only" homework required for this class is to complete the reading in the text prior to starting work and to review notes taken in class to prepare for the weekly quizzes. The student should do this reading and notes review **outside of class** in order to make the best use of lab time. Students should be able to complete all assigned lessons and projects during lab time, provided preparatory reading and review is done outside of class. The student version of AutoCAD should be available at no cost from Autodesk directly. Should this not be the case this quarter it can be purchased at minimal cost at Journeyed.com, Studica.com, and several other places.

Each individual assignment will be graded according to the following:

Accuracy; Is the data correct?

Clarity; No confusing or unnecessary data.

Completeness; Are all necessary features present?

After initial grading, I will either approve your assignment or give you a list of items to correct.

Work Schedule: There are 12 weeks scheduled for Spring Quarter (including Finals Week). Lecture and lab time will be evenly distributed through out the quarter. It is a mistake to wait to do lab work! Each lab adds to the students skill set and supports the next step in the learning process. **There is also an automatic 10% reduction in possible points for late lab work. No late quizzes will be accepted...no exceptions!** It is also highly recommended that you sign up for a LAB class to give yourself additional practice.

Basis for Grade: Exercises: 60%
Quizzes: 15%
Final Project: 25%

Probable Grade Scale:

A: 90% - 100%
B: 80% - 90%
C: 70% -80%
D: 60% -70%
F: Less Than 60%

Notice!

Assignments are due and graded as the quarter progresses. Late assignments lose 10% of potential point value before grading begins. No assignments will be accepted that are two or more weeks(14 days) late. Refer to the Assignment Sheet for assignments and due dates which is subject to change so be in class and make note of changes handed down.

!!!! Quizzes are based on instructors lecture. TAKE NOTES. No late quizzes accepted!!!!