

## CLASSROOM SYLLABUS AND POLICIES

### OBJECTIVES

1. To introduce students to the use of drafting tools, drafting procedures, and learn general comprehension, standards, and skills used in drafting. Skills learned will be design methods, sketching, line work, lettering, drawing views, dimensioning and reading drawings.
2. To teach students to communicate and articulate ideas in an understandable, time efficient and accurate manner.
3. To guide students to apply their drafting board experience and knowledge progressively to the computer using AutoCAD 2017. (*Other programs such as 3D Max, Inventor, Photoshop, Sketch-Up, and Revit may also be explored*)
4. To learn about careers in the drafting and engineering field and create a professional portfolio.

### *Topics to be covered*

- |  |                                 |   |
|--|---------------------------------|---|
| 1. Career Preparations and Employability | 5. Orthographic Projection      | 10. Manufacturing Process                 |
| 2. Engineering Technology and Safety     | 6. 3D/Parametric Modeling       | 11. Engineering Design Concepts           |
| 3. 2D Drawing/ CAD                       | 7. Dimensioning and Tolerancing | 12. Research and Development Applications |
| 4. Geometric Construction                | 8. Supplemental Views           | 13. Architectural Drawings                |
|  | 9. Engineering Drawings         |   |

### MATERIALS

1. Pencil, Notepaper, and Classroom Binder/ Folder (*provided by student*) **No pens are allowed** unless given by the teacher.
2. Resource Textbook: Drafting For Industry, by Walter C. Brown (*provided by teacher*)
3. Required drafting materials, tools and technology (*provided by teacher*)

### CLASS EXPECTATIONS

#### **Respect**

- Respect yourself, your fellow classmates and your teachers.
- Respect your property, your classmate's property, classroom and school property and your teacher's property. **Damaged property will be charged at the student's expense.**
- Keep your hands to yourself and do not interfere with other's work on the board or computer.
- Respect your own knowledge, **NO CHEATING**. All students involved will receive a "zero".

#### **Learn**

- Start each class open-minded, ready to learn and grasp new opportunities.
- Participate actively and positively in class. Ask questions, listen to answers, help others and yourselves.

#### **Listen**

- Practice good listening skills. Do not interrupt when the teacher or fellow classmate is speaking in classroom discussions. (*Listen with open ears and closed mouths.*) Remember to raise your hand during discussions or if you have a question.
- Listen and pay attention to what is being said.
- Listen to what is going on in class.

#### **Prepare**

- Bring all required materials to class every day. (Homework, pencil, paper, planner, etc.)
- Be seated at your desk and ready to learn and start the class when the bell rings.

#### **Enjoy**

- Bring a good attitude and take pleasure in the beneficial learning experience and opportunities you will receive.

### ATTENDANCE

- The Romeo School Wide attendance policy will be followed and enforced. See your student handbook if you are not familiar with this policy.
- **Tardiness:** If a student is not in their assigned seat when the bell rings the student will be considered tardy.
  - Consequence: 1<sup>st</sup> Tardy: Verbal/written warning
  - 2<sup>nd</sup> Tardy: Assignment given by the teacher
  - 3<sup>rd</sup> Tardy: After school detention

- **Classroom Dismissal: The teacher dismisses the class, not the bell.** Before the class is dismissed, ALL STUDENTS must put away classroom materials and tools in proper assigned places; desks cleaned, computers turned off and be seated in their assigned seats. Absolutely no lining up at the door.

## **HOMework, PROJECTS, AND GRADING**

1. Homework, projects and assignments are expected to be turned in on time. If work is turned in late, it will be accepted for **three** days following the due date, 10% deducted from the work for each day it is late. After the third day, a **zero** will be given.
2. If a student is absent, they are still responsible for the work that they miss. Assignments will be placed in the absent folder. The student's name will be on it and it is **THE STUDENT'S RESPONSIBILITY** to pick it up. Students will have as many days as they were absent to complete the work.
3. All homework, assignments, projects, tests, etc., must have the student's name and hour on it. Failure to do so will result in a 5% point deduction.
4. The RCS Office of Curriculum and Instruction Grading Standards will be used. In class, grading is based on a point system of the total points earned, divided by points possible. Each summative and formative assignment, project, or test will be worth a specific number of points. All assignments will be totaled and given a corresponding percentage to calculate the final grade.

*Example*

*Project A: 43/50 points = .86 or 86%=B*

Percentages to Grades:

> 100 = A	80-82 = B-	67-69 = D+
93-100 = A	77-79 = C+	63-66 = D
90-92 = A-	73-76 = C	60-62 = D-
87-89 = B+	70-72 = C-	59 & below = F
83-86 = B		

## **TECHNOLOGY**

### **Computers**

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## CLASSROOM SYLLABUS & POLICIES

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1. To introduce students to the world of architecture design, both residential and commercial.
2. For students to demonstrate understanding and apply their knowledge towards basic construction documents.
3. To guide students to apply their time management, drafting board and AutoCAD 2017 skills and knowledge to neat and accurate Architectural Design projects and presentations. (*Other programs such as 3D Max, Inventor, Revit, Photoshop, Sketch-Up, and will also be utilized*)
4. To learn about careers in the architectural field, preparing the student to enter post-secondary education and marketplace situations. Students will conclude the class with a professional portfolio, construction documents, resume and interviewing skills.

### *Topics to be covered*

- |   |   |
|---|---|
| 1. Drawing Fundamentals                   | 7. Schedules & Documentation              |
| 2. Introduction to Architectural Drawings | 8. Working Drawings                       |
| 3. Project Planning                       | 9. Codes & Specifications                 |
| 4. Site Planning                          | 10. Architectural Presentations           |
| 5. Structural Systems                     | 11. Building Materials and Sustainability |
| 6. Building Systems                       | 12. Leadership                            |

### MATERIALS

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3. Required drafting materials, tools and technology (*provided by teacher*)

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## CLASSROOM SYLLABUS AND POLICIES

### OBJECTIVES

1. To teach students a full repertoire of graphical skills such as geometric construction, multi-view projection, section and auxiliary views, dimensioning, threads, fasteners and springs, manufacturing design, developments, and creating working engineering drawings.
2. To guide students to apply their time management, drafting board and AutoCAD 2017 skills and knowledge to neat and accurate Mechanical Design projects. (*Other programs such as 3D Max, Inventor, Photoshop, Sketch-Up, and may also be explored*)
3. To learn about careers in the drafting and engineering field, continually addressing new technologies and skills in the field that will prepare the student to enter the marketplace and face professional challenges.

### *Topics to be covered*

- |  |   |
|--|---|
| 1. Career Preparations and Employability | 7. Dimensioning and Tolerancing           |
| 2. Engineering Technology and Safety     | 8. Supplemental Views                     |
| 3. 2D Drawing/ CAD                       | 9. Engineering Drawings                   |
| 4. Geometric Construction                | 10. Manufacturing Process                 |
| 5. Orthographic Projection               | 11. Engineering Design Concepts           |
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### MATERIALS

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1. To further explore and develop student's graphical skills in areas such as geometric construction, multi-view projection, section and auxiliary views, dimensioning, threads, fasteners and springs, manufacturing design, developments, and creating working drawings.
2. Refine skills in 3-D modeling, product development, and participate in design competitions.
3. To guide students to apply their time management, drafting board and AutoCAD and Inventor 2017 skills and knowledge to neat and accurate Mechanical Design projects. (*Programs such as 3D Max, Photoshop, and Sketch-Up will also be utilized*)
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- **Tardiness:** If a student is not in their assigned seat when the bell rings the student will be considered tardy.
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## HOMework, PROJECTS, AND GRADING

1. Homework, projects and assignments are expected to be turned in on time. If work is turned in late, it will be accepted for **three** days following the due date, 10% deducted from the work for each day it is late. After the third day, a **zero** will be given.
2. If a student is absent, they are still responsible for the work that they miss. Assignments will be placed in the absent folder. The student's name will be on it and it is **THE STUDENT'S RESPONSIBILITY** to pick it up. Students will have as many days as they were absent to complete the work.
3. All homework, assignments, projects, tests, etc., must have the student's name and hour on it. Failure to do so will result in a 5% point deduction.
4. The RCS Office of Curriculum and Instruction Grading Standards will be used. In class, grading is based on a point system of the total points earned, divided by points possible. Each summative and formative assignment, project, or test will be worth a specific number of points. All assignments will be given a corresponding percentage to calculate the final grade.

*Example*

*Project A: 43/50 points = .86 or 86%=B*

Percentages to Grades:

> 100 = A	80-82 = B-	67-69 = D+
93-100 = A	77-79 = C+	63-66 = D
90-92 = A-	73-76 = C	60-62 = D-
87-89 = B+	70-72 = C-	59 & below = F
83-86 = B		

## TECHNOLOGY

### **Computers**

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### **Cell Phones, i-pods and MP3 players**

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*I am happy to have every one of you in this class and hope to explore many interesting and exciting aspects of the engineering field together. I look forward to a great year with all of you with lots of hard work, fun, and discovery. This classroom is a safe environment where learning is the top priority. Now that you have reviewed the classroom polices, I fully expect that they be followed at all times.~ Mrs. Dossin*

**Please sign to agree you have reviewed, discussed and agree to these Classroom Policies electronically on**

**[dossin.weebly.com](http://dossin.weebly.com) or print and bring in a signed copy of these policies.**

Student Name: \_\_\_\_\_ (Printed) Parent/ Guardian Name: \_\_\_\_\_ (Printed)

Student Signature: \_\_\_\_\_ Parent/ Guardian Signature: \_\_\_\_\_

## CLASSROOM SYLLABUS AND POLICIES

### OBJECTIVES

1. To independently explore and further develop the student's skills in areas which they are choosing as a career field.
2. Refine skills in 3-D modeling, project development, and participate in design competitions.
3. To demonstrate mastery of the MI State Standard Skills covered in either Architecture I&II or Mechanical Design and Engineering I&II.
4. To learn about careers in the architecture, drafting and/ or engineering fields, continually addressing new technologies and skills in the field that will prepare the student to enter the marketplace and face professional challenges. Students will conclude the class with a professional portfolio, and resume and interviewing skills.

### CLASS EXPECTATIONS

#### Respect

- Respect yourself, your fellow classmates and your teachers.
- Respect your property, your classmate's property, classroom and school property and your teacher's property. **Damaged property will be charged at the student's expense.**
- Keep your hands to yourself and do not interfere with other's work on the board or computer.
- Respect your own knowledge, **NO CHEATING**. All students involved will receive a "zero".

#### Learn

- Start each class open-minded, ready to learn and grasp new opportunities.
- Participate actively and positively in class. Ask questions, listen to answers, and help others and yourselves.

#### Listen

- Practice good listening skills. Do not interrupt when the teacher or fellow classmate is speaking in classroom discussions. (*Listen with open ears and closed mouths.*) Remember to raise your hand during discussions or if you have a question.
- Listen and pay attention to what is being said.
- Listen to what is going on in class.

#### Prepare

- Bring all required materials to class every day. (Homework, pencil, paper, planner, etc.)
- Be seated at your desk and ready to learn and start the class when the bell rings.

#### Enjoy

- Bring a good attitude and take pleasure in the beneficial learning experience and opportunities you will receive.

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