



## Walters State Community College Course Syllabus

### Course Information

**Course Number and Name:** ENST 1311 Computer Aided Design I

**Section ID:** 80676.202380

**Semester and Year:** Fall 2023

**Credit Hours:** 3

**Start Date:** August 21, 2023

**End Date:** December 08, 2023

**Course Format:** WEB - Web Classes

**Catalog Course Description:** This course is designed to develop the fundamental visualization and graphic communication skills used within a technical environment through manual and computer means. **F,S.** 2 hours lecture/ 2 hours laboratory.

**Meeting Details:** TBD

**Course Drop Deadline:** October 27, 2023

### Instructor Information

**Name:** Bob Dixon

**Office Location:** TECH 206

**Office Hours:** Reference Instructor Schedule in E-Learn course content section for the instructor's scheduled office hours.

**Office Phone:** 423-318-2758

**Email:** Bob.Dixon@ws.edu

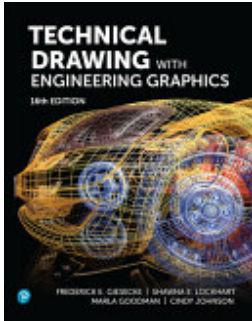
**Supervisor Name:** Dr. Tera Howerton

**Supervisor Phone:** 423-585-2650

**Secretary Name:** Tammy Jones/Kathy McFarling

**Secretary Phone:** 423-585-2644/423-585-6972

### Required Textbook(s) and Materials



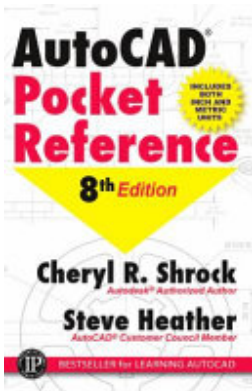
**Technical Drawing with Engineering Graphics**

**ISBN:** 9780138065720

**Authors:** Frederick Giesecke, Shawna Lockhart, Marla Goodman, Cindy Johnson

**Publisher:** Peachpit Press

**Publication Date:** 2023-02-12



**AutoCAD Pocket Reference**

**ISBN:** 9780831136277

**Authors:** Cheryl R. Shrock, Steve Heather

**Publisher:** Industrial Press

**Publication Date:** 2018-06-25

## Supplemental or Optional Materials

USB memory drive, portable hard drive or access to Cloud storage is required. Students are responsible for all lost assignments.

Since this course is being presented in a Web format, the student is required to have access to a computer with a Microsoft Windows operating system (No Apple products or Chromebooks) that meets the minimum system requirements for the highest level of CAD software needed to complete all CAD based courses in their degree curriculum. The student must also have access to high speed internet services for the purpose of downloading your software. Your instructor has provided this information in a News item in E-Learn.

The latest version of AutoCAD is available for downloading. Pay particular attention to downloading instructions. Mistakes made usually delay the ability to download your software, and your instructor cannot help you with you software downloads.

## Student Learning Outcomes/Objectives

- Demonstrate an ability to apply basic sketching techniques to communicate technical information.\*

Asterisk indicates this SLO is part of the statewide common curriculum

- Apply orthographic projection principles to generate basic working drawings using a CAD system.\*

Asterisk indicates this SLO is part of the statewide common curriculum

- Demonstrate the ability to apply dimensions to working drawings within ANSI/ISO guidelines using a CAD system.\*

Asterisk indicates this SLO is part of the statewide common curriculum

- Demonstrate the ability to apply geometric construction techniques in drawing two-dimensional views of parts.
- Demonstrate a mastery of basic AutoCAD commands.
- Demonstrate the ability to create standard sheet layouts that conform to ANSI/ISO standards for borders and title blocks.
- Demonstrate the ability to apply first and third angle projection practices that comply with ANSI/ISO standards.

## Instructional Approach and Methods

Lecture content and lab content will be disbursed through the semester, with the first half of the semester containing more lecture and the last half more labs. During this semester, students will complete roughly 63 sketching and drawing assignments. There this many drawing assignments because application is how we learn to do things. The old saying, "I hear, I forget. I see, I remember. I do, and I understand." applies here. In your future job, you will be judged not based on whether you earn a letter grade of A, B, C or anything else. Your work will either be right or wrong. Pass or fail. It is not enough to learn how to do a job, you must learn to do it with excellence.

## Assessment, Evaluation and Testing Procedures

All exams will be open book and notes for testing, this being an online course. Strict time restrictions are applied, so be mindful of the time provided. If the dropbox closes, you will not be able to load your drawings. Make-up exams will not be given without documentation of an excusable absence.

The course is divided into three Course Modules. Each Course Module will contain drawing assignments and an end of module exam. Students will receive a grade for each Course Module

based on the following breakdown:

Attendance Grade – 10%

Average Drawing Assignment Grade – 40%

Course Module Exam – 50%

Course Module grades will be weighted for the final grade. The breakdown for the Course Module weighting is as follows:

Module	Percentage of Grade
Course Module 1	25%
Course Module 2	35%
Course Module 3	40%

## Grading Scale

A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

## Assignments

Your grade will be based on the following assignments:

8 sketching assignments

55 drawing assignments

Three module exams

Attendance

## Course and Class Policies/Procedures

## Class Preparation Assignments:

Class preparation assignments must be done before the beginning of class. Preparation includes the reading of assigned topics from your texts and the viewing of prerecorded lecture content. The class meeting will be held under the assumption that you have completed all preparatory assignments.

## Drawing Assignments:

There are several drawing assignments for this course. Drawings will be graded based on rubrics that can be found in e-Learn. Careful attention to these drawing assignments will not only lead to good grades on the assignments, but it will also lead to good exam grades. Care must be taken to avoid copying any of another student's work. This is considered plagiarism, and can lead to grades of zero on assignments for both the copier and the one that allowed their work to be copied.

## Drawing Assignment Deadlines:

Weekly drawing assignments are **due** each Friday at 11:30 pm. Dropboxes in e-Learn have been created for each drawing assignment. Each dropbox will remain open for 48 hours after the deadline so that students can submit assignments late with a 10 point penalty. At 11:30 pm Sunday, the dropboxes will close and **will not be reopened**. Students that wait until the weekend to submit their work will have no access to assistance from the instructor, so it is best to schedule your time so that all your assignments for the week are completed by the Friday deadline. Submissions of work past the deadlines will be permitted with documented excusable absences. Assignments submitted via e-mail will **not be accepted**.

## Class Participation:

### Attendance:

**Attendance is mandatory!** Attendance will make up 10% of the student's final grade, and that grade will be an average of the weekly attendance grade. This being a web course, your attendance grade will be tied to your assignment submissions. If all of your assignments are submitted as complete assignments, you receive 100 attendance points for the week. Anything less warrants a grade of zero. Blank documents or incomplete assignments loaded into dropboxes in an attempt to receive partial credit will be ignored and given grades of zero.

Students with excused absences must complete all make-up work within (7) days of the due date. Exceptions to this rule must be discussed with and cleared by the instructor **BEFORE** the deadline. Examples of excusable absences include, but are not limited to, personal illness, illness of a spouse, child, or close family member, bereavement, and pre-approved school functions. **Documentation is**

**required in all cases.** Faculty are not obligated to allow students to make up work missed due to unexcused absences.

## Online/Web-Enhanced Course Supplementary Information

Students will be given instructions for downloading the latest student version of AutoCAD. During this presentation, students must pay close attention, as mistakes made that cause problems with software downloads cannot be fixed by the instructor. The student will have to work with Autodesk's technical support department to resolve issues.

## Additional Course Requirements/Details/Information

### Other Requirements: Program Specific Policies

#### Inappropriate Class Activities

Campus policies prohibit the use of ALL tobacco products inside all buildings. (See the Walters State Catalog/Handbook.)

Campus policies prohibit minors from accompanying parents into the classroom and from being left unsupervised outside in hallways. (See the Walters State Catalog/Handbook.)

Food and drinks at the computer stations are prohibited.

#### Syllabus

Syllabus is subject to change as the need arises throughout the semester.

#### Passwords

Passwords for individual student computer accounts are NOT to be shared with other students or provided to unauthorized persons outside of the school environment.

## Academic Program Standards/Policies/Accreditation Information

The AAS degree in Electrical Engineering Technology and the AAS degree in Engineering Systems Technology are both accredited by the Association of Technology, Management and Applied Engineering, or ATMAE. Students should be mindful of this and make sure to include this information on resumes when the job search process begins.

# Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
  - a. Using cut/paste tool from original document with no references given.
  - b. Copying another student's work and submitting it as one's own.
  - c. Forging or otherwise altering signatures.
  - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
  - a. Utilizing old tests, projects, notes or written papers.
  - b. Providing unauthorized information to a fellow student about exam content.
  - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
  - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
  - e. Consulting with a classmate or others when taking a computerized test.
  - f. Disregarding other specific policies and procedures outlined for a particular class.
  - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
  - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

# Student Resources

## TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://www.walters.edu/academics/humanities/writing-lab)  
[ws.edu/academics/humanities/writing-lab](https://www.walters.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.walters.edu/academics/mathematics/learning-lab)  
[ws.edu/academics/mathematics/learning-lab](https://www.walters.edu/academics/mathematics/learning-lab)

## TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://www.walters.edu/helpdesk)  
[helpdesk.ws.edu](https://www.walters.edu/helpdesk)

## STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](https://www.walters.edu/student-services/disability/)  
[ws.edu/student-services/disability/](https://www.walters.edu/student-services/disability/)

## SUICIDE PREVENTION STATEMENT



Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

## College Policies

### **STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT**

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](https://catalog.ws.edu/)  
[catalog.ws.edu/](https://catalog.ws.edu/)

[Walters State Timetable of Classes \(opens in new window\)](https://ws.edu/admissions/registration/)  
[ws.edu/admissions/registration/](https://ws.edu/admissions/registration/)

### **PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS**

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

### **COURSE GROUND RULES**

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

## **FINANCIAL AID**

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

## **CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY**

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](http://www.waltersstate.edu/home/)  
[ws.edu/home/](http://www.waltersstate.edu/home/)

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](#)

<ws.edu/set/>

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

## **LEARNING MANAGEMENT SYSTEM**

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)