



Syllabus

CAD 302 – Construction Documents 2

Welcome to CAD 302!

We're going to have a great time learning together!

Communication Policy

You may contact me through the messaging system. Please communicate with me early and often if you are experiencing challenges in completing course assignments on time. I will answer your messages within 24 hours or less of receiving them.

Course Description (Goals and Objectives)

A moderately advanced-level course for professionals working in the construction industry.

In this class, we continue developing a set of construction documents for a one-story residence. We create a site, using metes and bounds, an architectural site plan, a title/cover sheet, develop more building elevations, create building sections, wall sections, interior elevations and schedules. We continue this project which began in CAD 301, Construction Documents 1.

This course provides excellent construction document skills for designers, architects and others seeking professional advancement through acquiring two-dimensional computer design skills.

Course Materials and Textbooks

Recommended Text: Mastering AutoCAD 2018 and AutoCAD LT 2018
George Omura and Brian C. Benton

ISBN-10: 1119240050

NOTE: The same textbook is used in all AutoCAD courses.

Course Prerequisites

Fundamental working knowledge of the Windows environment or instructor approval. Manual drafting experience preferred.

Student Learning Outcomes/Learning Objectives

1. Create building elevations, building sections, wall sections; modify detail drawings; create metes and bounds (Civil) drawing; create relevant deliverable

- sheet files for a moderately complex residential project. Includes the development of title sheet and appropriate general and keynote legends.
2. Successfully integrate referenced files to create construction documents. Demonstrate layer and file management, use of model/layout environments and multi-scale drawing presentations.
 3. Apply intermediate/advanced-level skills to create sheet layout environments and plotting.
 4. Organize deliverable sheet set to conform to the National CAD Standards.

By the end of this course, students will have a full set of architectural construction documents which they can present to potential future employers.

Autodesk Certification Exam Objectives

The curriculum covered in this course includes the following Autodesk Certification Exam Objectives:

Certification Exam Objective	Description
Draw Objects Professionally	Draw lines and rectangles, Draw Circles, Arcs, and Polygons
Draw with Accuracy	Use object-snap tracking, Use Coordinate Systems
Modify Objects	Move and copy objects, Rotate and scale objects, Create and use arrays, Trim and extend objects, Offset and mirror objects, Use grip editing, Fillet and chamfer objects
Use Additional Drawing Techniques	Draw and edit polylines, Blend between objects with splines, Apply hatches and gradients
Organize Objects	Change object properties, Alter layer assignments for objects, Control layer visibility, Assign properties by object or layer, Manage layer properties
Reuse Existing Content	Work with blocks, Manage block attributes, Reference external drawings and images
Annotate Drawings	Add and modify text, Use dimensions, Add and modify multileaders, Use tables
Layouts and Printing	Create layouts, Use viewports, Set printing and plotting options

Attendance

To satisfy the course attendance requirements, students are typically required to complete at a minimum, the initial graded discussion forum engagement by the 4th day of the course and the midterm before the end of the 11th day of the course. All remaining course deliverables including the second graded discussion forum engagement, quizzes and final are due before the end of the 18th day of the course. Course attendance is also evaluated by the timely submission of a student's quizzes. Students who fail to participate in the graded discussion forum or attempt their quizzes by the 8th day of class will be considered "absent" by VDCI. Specific due dates for this course can be found in "Deadlines for Submitting Project Deliverables".

Participation

Participation is evaluated by engagement in the Graded Discussion Forum. This forum encourages participation directly with instructors and students in a course. Typically, ten percent of the course grade is assigned for participation. A specific grading breakdown for this course can be found in "Weighted Grading Criteria".

Grading Policies

After you have successfully completed all the requirements for your course, you will receive a VDCI course completion certificate. If you are a VDCI Technology Certificate student, your course must be taken for a letter grade. Classes that are taken as an Audit will not qualify for a completion certificate or count towards a VDCI Technology Certificate Program or VDCI Digital Badge.

You can change your VDCI grading option from letter grade to Audit any time BEFORE the 18th day of class by contacting either the Program Manager or Program Coordinator.

Letter grades are based on the following scale. Your final course grade is based on the weighted grading criteria of the points you have earned.

Passing Grades	
A+	100%
A	93-99%
A-	90-92%
B+	87-89%
B	83-86%
B-	80-82%
C+	77-79%
C	73-76%
C-	70-72%

Non-Passing Grades	
D	60-69%
F	59% and below

Weighted Grading Criteria

Participation	10%
Project Submissions	90%
TOTAL	100%

NOTE: Students can check their course progress in the Learning Hub at any time by clicking the Assignments link on the left sidebar of each course page.

Deadlines for Submitting Project Deliverables

Project deliverables must be submitted to me through the Learning Hub.

1. One post in the course Discussion Forum is due before the end of the second Monday (11:55 pm Pacific time) of the course. Your grade for this post will be reduced by 10% (one full letter grade) for every day the deliverable is late.
2. The AS 1.0 Project Submittal is due before the end of the second Monday (11:55 pm Pacific time) of the course. Your grade for this deliverable will be reduced by 10% (one full letter grade) for every day the deliverable is late.
3. All remaining course deliverables are due by the end of the third Monday (11:55 pm Pacific time) of the course.
4. Final course project deliverables will not be accepted any later than one day after the course has formally been closed (the end of the third Monday (11:55 pm Pacific time) of the course). Your grade will be reduced by 10% (one full letter grade) for being late.

IMPORTANT: Please review all course due dates in the Learning hub.

Final Project Deliverable File Types

When you submit your Final Project to me, please create an eTransmit ZIP file and submit that to me through the VDCI Student Portal. Append your initials to the end of the file name, after the sheet name and before the “.ZIP” file type extension.

EXAMPLE: VDCI-A301-Initials.zip

Discussion Forums/Student Engagement

Please be engaged in the Graded Discussion Forum. Your postings and responses in the Graded Discussion Forum are geared toward expanding the learning experience for you and your classmates in meaningful ways.

NOTE: The Graded Forum is a required and graded element for this course.

Please read the instructions for each Graded Discussion Forum assignment as they may differ in terms of content and response requirements.

To effectively participate in the discussion forum, you can:

1. Take a leadership role by being the first to post a topically-meaningful response in the Discussion Forum.
2. Reply thoughtfully to the postings of your classmates, including rebuttal of ideas/opinions.
3. Expand on the comments in the Discussion Forum by posing thought-provoking questions and/or providing topically-relevant/related outside links.
4. Post in a timely manner.

When I grade your Discussion Forum comments, I am most interested the quality of your postings/responses. Your contributions should add to the knowledge base of our course participants and provide substantive thought to receive points. If you are less knowledgeable about a topic, pose questions about the topic and/or share what you find when you research the topic yourself.

Academic Integrity Policy

The Virtual Design & Construction Institute (VDCI) is an institution of learning, career education, and technical skill development – a community based on academic honesty and integrity. As members of the VDCI community, faculty, students, and administrative staff share responsibility for maintaining this environment. It is essential

that all members of the VDCI community subscribe to the ideal of academic honesty and integrity and accept individual responsibility for their work. Academic dishonesty is unacceptable and will not be tolerated at VDCI. Cheating, forgery, dishonest conduct, plagiarism, and collusion in dishonest activities erode the Institute's educational, research, and social roles.

If students who knowingly or intentionally conduct or help another student perform dishonest conduct, acts of cheating, or plagiarism will be subject to disciplinary action at the discretion of VDCI.