



Syllabus

PFC 501 – Certificate Completion Practical

Welcome to PFC 501!

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)

The completion of a student's classwork through a Technology Certificate. The student is to use the knowledge that they have gained through required and elective courses and to apply it to a project of their own choosing.

This course is to provide a student with a practical thesis project to showcase the completion of the Technology Certificate.

Course Materials and Textbooks

There is not a required textbook for this course.

Course Prerequisites

A completion of all required courses from the student's Technology Certificate.

Student Learning Outcomes/Learning Objectives

1. Demonstrate an understanding and knowledge of the acquired skills through previous classes.
2. Create a completed project of the student's own design or selected design to highlight the skills that the student has acquired through required and elective courses.
3. Participate in a design and documentation process without the aid of direct tutorial videos.
4. Research construction document standards, construction systems, and design methodologies to influence the use of software and workflow.

Attendance

To satisfy the course attendance requirements, students are typically required to complete at a minimum, the midterm project and the Lesson 1 quizzes (assessments) before the end of the 11th day (11:55 pm Pacific time) of the course. Course attendance is also evaluated by the timely submission of a student’s course project deliverables. Students who fail to turn in a midterm or complete their quizzes by the 11th day of class will be considered “absent” by VDCI. Specific due dates for this course can be found in “Deadlines for Submitting Project Deliverables”.

Grading Policies

After you have successfully completed all of the requirements for your course, you will receive a VDCI course completion certificate. This course must be taken for a letter grade.

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

Implementation Plan	10%
30% Submittal	10%
60% Submittal	15%
90% Submittal	15%
100% Submittal	<u>50%</u>
TOTAL	100%

NOTE: Students can check their course progress in the VDCI Student Portal at any time by clicking the Progress Reports link on the right sidebar of each course page.

Deadlines for Submitting Project Deliverables

Project deliverables must be submitted to me through the VDCI Student Portal.

Please review all course due dates in the VDCI Student Portal.

Discussion Forums/Student Engagement

Please be engaged in the Discussion Forums. The **PFC 501 Course Forum** is a non-graded area for you to interact with your fellow classmates. Please use the PFC 501 Course Forum to discuss any issues you are having with the course and to get to know one another.

You are also welcome to join our **VDCI Facebook Student Lounge**. The Student Lounge is open to all current and past VDCI students.

NOTE: There are no required or graded discussion forums for this course.

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.