
COURSE SYLLABUS

Computer Aided Drafting & Design
Industrial Technology Department
Technical Education Division
South Plains College
Levelland Campus

Instructor: Jason R. Bush, AIA
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Office Hours: T/Th: 8:30am-10:30am (by appointment)

F: 8:00am-12:00pm (by appointment)

COURSE INFORMATION

COURSE NUMBER	DFTG-2328-001
COURSE TITLE	Architectural Drafting – Commercial
PREREQUISITE(S)	DFTG 2300 and ARCE 1352 or consent of instructor
LOCATION	TA 207B
MEETING TIME	M/W 11:00am – 2:40pm
TEXTBOOK	<i>Commercial Drafting and Detailing, 4th Edition</i> , by Alan Jefferis & Kenneth D. Smith, Cengage Learning, ISBN: 9781305560574
DESCRIPTION	This course instructs students in the preparation of architectural drawings for commercial structures with emphasis on construction methods, including architectural drafting procedures, practices, governing codes, accessibility requirements, terms, and symbols.
SCOPE	The scope of <u>Architectural Drafting – Commercial</u> will be for sixteen weeks, which will include two (2) hours of lecture per week and four (4) hours of laboratory experience per week, for a total of ninety-six (96) contact hours per semester.
PURPOSE	Emphasis is placed on space planning, building design, construction methods and materials and the writing of specifications for commercial construction methods. The student must design and draw a complete set of detailed working drawings for an intermediate-sized commercial project.
COURSE OUTCOMES	Utilize architectural terms and symbols, symbols, commercial construction materials and processes to produce a set of construction drawings including: a site plan, floor plans, reflected ceiling plans, sections, elevations, schedules, and details.
COURSE OUTLINE	1) Codes & Zoning Regulations 2) Commercial Construction Methods and Materials 3) Space Planning & Building Design 4) Understanding and Writing Specifications 5) Multi-Level Floor Plans 6) Vertical Circulation 7) Interior and Exterior Elevations 8) Annotation 9) Sections and Details 10) Schedules 11) Site planning and layout 12) Construction Documents Set 13) 3D Modeling and Image Creation 14) Phasing and Work-sharing

GRADING

WEIGHTS	Attendance	30%	SCALE	A	90 – 100%
	Assignments	40%		B	80 – 89%
	Final Project	30%		C	70 – 79%
				D	60 – 69%
				F	59% or Below

ASSIGNMENTS Practical drawing and/or research assignments will be periodically assigned to demonstrate proficiency in various topics covered in class. These assignments are to be completed during laboratory time and will be graded on but not limited to the following items:

1. Neatness
2. Line Criteria
3. Text Criteria
4. Dimensioning Criteria
5. Layer Management Criteria
6. Correctness & Accuracy
7. Nomenclature
8. File Name Management and/or Digital Image File Creation

FINAL PROJECT The Final Project will be assigned near the end of the semester and will be used to demonstrate a practical proficiency in the various topics covered in class throughout the semester. The final project is intensive and will require multiple laboratory periods to complete.

CLASSROOM POLICIES

ATTENDANCE **Three (3) absences**, for any reason, are allowed per semester. Your overall attendance grade for the semester will be reduced by ten (10) points for each absence over the allowable limit.

Late arrival (Tardiness), defined as not being present in class within 15 minutes of the scheduled start of class, will count as a ½ absence. A maximum of **six (6) late arrivals** are allowed per semester. Your overall attendance grade for the semester will be reduced by ten (10) points for each late arrival over the allowable limit.

If a student has not participated in the course in any form for a minimum of six (6) consecutive classes, without any communication from the student and is earning a solid “F”, the student will be contacted and encouraged to initiate a student withdrawal.

WITHDRAWAL Any student wishing to drop this class should go through the proper procedure of initiating the withdrawal by obtaining a **drop form** from the Registrar's Office.

OTHER POLICIES Drinks are allowed in the classroom/lab during lecture. Food is not allowed in the classroom/lab during lecture. Food and/or drinks will be allowed in the classroom/lab near a student's workstation if the computers are not affected in a negative way and/or the food/drinks do not distract/disturb the instructor or other students. All drinks must be stored away from the computer so as not to damage any component. All workstations must be thoroughly cleaned, and all trash must be properly disposed of before a student leaves class.

Music is allowed in the classroom during lab time if it is played through headphones.

Cellphones are only permitted during lab time when used directly for research or class initiatives. If your cell phone rings or you need to make a phone call, please promptly excuse yourself from the class to address the call.

At the discretion of the instructor, a failing grade (“F”) may be assigned to a student’s overall course grade and/or the student’s assignment grade in the case of academic dishonesty (cheating) and/or plagiarism due to the severity of the student’s actions and disregard for the learning objectives of the course.

Students should adhere to all other standards established in the SPC Catalog found under *Student Conduct*.

ACCOMMODATIONS

Students can find statements regarding Intellectual Exchange, Disabilities, Non-Discrimination, Title IX Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, and Campus Concealed Carry at <https://www.southplainscollege.edu/syllabusstatements/>.

SPC TexBook Program

This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course.

- **What is TexBook?** The required digital content (either an eBook or Online Courseware) for this course is available to you via the Bibliu platform from the first day of class. This required digital content is provided as part of a program called “Inclusive Access.” Which means that course related digital content is provided for you at the lowest price available from the publisher and the cost is included in your tuition.
- **How do I access my TexBook?** Course material can be accessed via the Bibliu link inside your Blackboard course or directly via the Bibliu app.
- **Help with TexBook issues and support:** If you experience any issues accessing course material, please contact your professor (jbush@southplainscollege.edu), the Bookstore Manager (christian.bruno@bibliu.com), or Bibliu Support (support@bibliu.com).
- **The Bibliu platform:** The Bibliu platform can be used to enhance your learning experience with features like highlighting, notes, and reading text aloud. For more details and support on how to use Bibliu, please visit the [Bibliu support pages](#), or contact Bibliu Support via email at support@bibliu.com.
- **Opting out of TexBook:** Participation in the SPC TexBook Program is not mandatory, and you can choose to opt out of the TexBook Program up until the “Opt-Out” deadline via the banner displayed when you open the Bibliu platform. Please remember that “Opt-Out” deadlines vary by term and by opting out of the TexBook Program you will lose access to the required digital course content and the associated low-price option included in your tuition. If you choose to opt out of the TexBook Program, the fee will be refunded to your account, and it will be your responsibility to purchase the required course content and/or materials through a different method.

Useful Contacts:

1. Bookstore Manager: Christian Bruno at christian.bruno@bibliu.com
2. Bookstore Text Coordinator: Trish Wells at patricia.wells@bibliu.com
3. Bibliu Support: support@bibliu.com