Course Description:
The fundamentals of blueprint reading for the construction industry will be examined.

Course Pre-requisites: None

Course Materials/Supplies Needed
2. Magnifying Glass (optional)

All required resource materials must be provided by the student. If you fail to provide your resource materials, you will be denied assistance in the lab. (Financial Aid is available if needed)

Student Learning Outcomes
After successful completion of this course the student should be able to:
1. Identify the importance and use of construction prints
2. Identify the symbols, terminology, and standard abbreviations.
3. Explain the sequence of drawing organization.
4. Make the calculations and measurements relative to construction.
5. Interpret construction drawings and scales.
**Course Outline: Course Scope & Sequence:**

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**DUE: Friday 12/15**    **DUE: Friday 12/22**    **DUE: Thursday 1/5**

All assignments are due on the day of the assigned. 3-4 assignments a day, is the recommend pace.

**Instructor Attendance Policy:**

Students are expected to monitor their own attendance in class throughout the semester. Grades are determined by the completion of the given assignments.

Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending, by the certification date. For this lecture course, your physical participation in class, on or before the certification date will allow you to receive credit for FA purposes. For certification dates, check with the division or FAO for further information. Students, who are not certified as beginning class, are responsible for any payments due as a result of non-certification, to include the dropping of courses.

**Certification Procedures:**

After the online student reads this syllabus he or she must take the syllabus assessment located in “Course Information” on eCampus. This must be done prior to **December 13, 2017**. If not, the student will be reported as “non attended” to the district.
Grading Scale:

Chapter Questions 100%

Grading percentages and the final letter grade will be as follows:
- 90% - 100% = A
- 80% - 89% = B
- 70% - 79% = C
- 60% - 69% = D
- < 60% = F

Laboratory Policies:

Students taking distance learning classes may use the CAD Lab at MVC to do their work if they choose to do so. Open Hours are posted in the Lab. To use the lab during class meeting times at night and Saturdays obtain permission from the instructor conducting class. The last lab day of the semester is January 5, 2018. No assignments or projects will be accepted after Midnight this date.

Rules & Regulations

Students who use the CAD Lab must comply with these rules. There is No Food, No Drinks, No Cell Phones, and No Children allowed in the CAD Lab or Lecture Lab. All cell phones should be turned off prior to entering the class. If your cell phone goes off, or if you bring food, drink, or children into the lab, you will be asked to leave for that day.

Students who have disruptive behaviors will be expelled from the classroom.

Withdrawal Policy:

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar's Office by December 22, 2017. Failure to do so will result in your receiving a performance grade, usually an "F."

If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a "W" (Withdraw) in each class dropped.

Students often drop courses when help is available that would enable them to continue. I hope that you will discuss your plans with me if you feel the need to withdraw.

Academic Dishonesty:

Students that caught plagiarizing an assignment will be subject to an “F” in the course and possible expulsion from the college.

Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at https://www1.dcccd.edu/catalog/ss/code.cfm.
Institution Policies: Please visit http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf for a complete list of institutional policies (Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Dishonesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan.).