

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO



**SAULT
COLLEGE**

COURSE OUTLINE

COURSE TITLE: Introduction to Computers and AutoCAD

CODE NO. : CAD 100 **SEMESTER:** 2

PROGRAM: Civil Engineering Technician
Construction Carpentry Techniques

AUTHOR: Barry Sparrow

DATE: 22 Dec 09 **PREVIOUS OUTLINE DATED:**

APPROVED:

”Corey Meunier”

CHAIR

DATE

TOTAL CREDITS: 4

PREREQUISITE(S): None

HOURS/WEEK: 4

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For additional information, please contact Corey Meunier, Chair
School of Technology & Skilled Trades
(705) 759-2554, Ext. 2610

I. COURSE DESCRIPTION:

This course is intended to introduce to the student to the use of AutoCAD software in the preparation, editing and plotting of engineering drawings. The student will also be able to setup CAD drawings using standards for layers, text, and line weight. The student will become familiar with basic drawing and editing procedures, as well as file management and organization.

II. LEARNING OUTCOMES:

1. Prepare and interpret detailed dimensional drawings using computer assisted drafting software.
2. Demonstrate relevant mathematical, computer and technical problem solving skills as it relates to civil engineering/construction projects.

III. REQUIRED RESOURCES/TEXTS/MATERIALS:

Introduction to AutoCAD 2009 – A Modern Perspective
Paul Richard and Jim Fitzgerald
Pearson/Prentice Hall
Autodesk Design Institute Press
ISBN 978-0-13-603454-4

1 GB or similar size USB storage device for drawing backup

IV. EVALUATION PROCESS/GRADING SYSTEM:

Assignments and Activities (4-6)	50%
Chapter Quizzes	10%
Mid-term Test	20%
Final Test	20%
Total	100%

The following semester grades will be assigned to students:

Grade	<u>Definition</u>	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00

C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

V. SPECIAL NOTES:

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may (i) issue a verbal reprimand, (ii) make an assignment of a lower grade with explanation, (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade “C”, (iv) make an automatic assignment of a failing grade, (v) recommend to the Chair dismissal from the course with the assignment of a failing grade. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations. Announcements, news, the academic calendar of events, class cancellations, your learning management system (LMS), and much more are also accessible through the student portal. Go to <https://my.saultcollege.ca>.

Assignments and Examination Policy:

If a student is unable to write a test or exam at the scheduled time the following procedure shall apply:

- The student shall provide the professor with advance notice (in writing) of the need to miss the test
- The student shall provide documentation as to the reason for the absence and the make-up will be at the discretion of the professor.
- Upon return the student is responsible to make arrangements for the writing of the test. This arrangement shall be made prior to the next schedule class.
- In the event of an emergency, the student shall telephone the professor as soon as possible at 759-2554, to notify of the absence. If the professor is not available, the college has a 24 hour voice mail system.
- In the event of a test missed due to emergency, the student shall provide documentation from a professional such as doctor or lawyer.

All late assignments (without documentation) will receive a maximum grade of C (60%). Assignments more than one week late will receive a grade of zero if no supporting documentation is provided.

VI. TOPIC OUTLINE

Outcome	Topic and Content	Reading	Week
1,2	1. Introduction to AutoCAD 1.1. CAD uses and benefits 1.2. Understand fundamental CAD concepts 1.3. Start AutoCAD 1.4. AutoCAD user interface 1.5. AutoCAD data input methods 1.6. Display and manipulate multiple AutoCAD drawings simultaneously 1.7. Maximize AutoCAD's online Help System 1.8. Online Learning Resource 1.9. Chapter 1 Quiz	LMS Chapter 1	1
1,2	2. Getting Started with AutoCAD 2.1. Create a New Drawing/Templates 2.2. Saving files/precautions 2.3. Model and Layout Space 2.4. Drawing basic AutoCAD objects 2.5. Using Snaps, Ortho and Tracking tools 2.6. Object Properties and Layers 2.7. Adding elementary dimensions 2.8. Plotting 2.9. Chapter 2 Quiz	Chapter 2 Handout LMS	1,2
1,2	3. Drawing Display 3.1. Use of Zoom and Pan commands 3.2. Create and save named views 3.3. Tiled (Model Space) viewports 3.4. Redraw and Regenerate commands 3.5. Toolbars and Palettes 3.6. View resolution 3.7. Chapter 3 Quiz	Chapter 3 LMS Handout	2,3
1,2	4. Basic Drawing Commands 4.1. Setup a new drawing (limits, units) 4.2. Create lines, circles and arcs 4.3. Create ellipses and elliptical arcs 4.4. Create points and adjust point display (pdmode) 4.5. Use the Divide and Measure commands 4.6. Chapter 4 Quiz	Chapter 4 LMS Handout	3,4

1,2	5. Drawing Tools and Drafting Settings 5.1. Use Grid and Snap 5.2. Use Ortho Mode and Polar Tracking 5.3. Understand and use Object Snap 5.4. Use Object Snap tracking 5.5. Control Dynamic Input settings 5.6. Create Construction lines and Rays 5.7. Chapter 5 Quiz	Chapter 5 LMS	4,5
1,2	6. Manage Object Properties 6.1. Understand the use of layers in CAD 6.2. Create layers using Layer Manager 6.3. Load linetypes and assign to layers 6.4. Modify the properties of drawing entities 6.5. Use Design Centre to import layer structure 6.6. Create and use layer filters and groups 6.7. Chapter 6 Quiz	Chapter 6 LMS	6
	7. Mid-term Test 7.1. Multiple Choice/True False Questions 7.2. Practical Drawing Exercise	LMS	7
1,2	8. Basic Editing Techniques 8.1. Use the Erase command 8.2. Understand noun/verb and verb/noun editing 8.3. Use Window and Crossing for object selection 8.4. Use the Copy, Move and Mirror commands 8.5. Use the Rotate command 8.6. Modify objects using the Scale and Stretch commands 8.7. Edit objects using grips 8.8. Chapter 7 Quiz	Chapter 7 LMS	8
1,2	9. Advanced Editing Techniques 9.1. Create parallel copies using Offset 9.2. Create polar and rectangular Arrays 9.3. Use the Trim and Extend commands 9.4. Use the Fillet and Chamfer commands 9.5. Edit entities using Break and Join 9.6. Edit lines using the Lengthen command 9.7. Chapter 8 Quiz	Chapter 8 LMS	9
1,2	10. Drawing and Editing Complex Objects 10.1. Draw Polylines and Polyline arcs 10.2. Create Rectangles and Polygons 10.3. Draw Donuts and Revision Clouds 10.4. Edit polyline objects	Chapter 9 LMS	10

	10.5. Use the Explode command		
	10.6. Chapter 9 Quiz		
1,2	11. Fills and Hatching	Chapter 10 LMS	11
	11.1. Create a Hatch boundary		
	11.2. Select and create Hatch objects		
	11.3. Edit and match existing Hatch patterns		
	11.4. Create solid and gradient fills		
	11.5. Chapter 10 Quiz		
1,2	12. Adding Text, Mtext and Tables	Chapter 11 Chapter 12 LMS	12
	12.1. Create text styles		
	12.2. Create and edit Multiline text (Mtext)		
	12.3. Create and edit Single line text (Dtext)		
	12.4. Insert text Fields		
	12.5. Find and replace text in a CAD drawing		
	12.6. Use AutoCAD spell check for a drawing		
	12.7. Create simple AutoCAD tables		
	12.8. Insert formulas into a table		
	12.9. Link spreadsheets and text from MS Office to AutoCAD		
	12.10. Chapter 11 and 12 Quiz		
1,2	13. Dimensioning Drawings	Chapter 13 LMS	13,14
	13.1. Create dimension styles		
	13.2. Apply different dimension types to drawings		
	13.3. Understand dimension associativity		
	13.4. Update and match Dimension styles		
	13.5. Create and apply Leaders to drawings		
	13.6. Use Design Centre to import Dimension styles		
	13.7. Chapter 13 Quiz		
1,2	14. Paper Space, Layouts and Plotting	Chapter 14 Chapter 15 LMS	15
	14.1. Understand the use of Paper Space		
	14.2. Use the Page Setup Manager		
	14.3. Create Layout Viewports and set Scale		
	14.4. Lock Viewport display		
	14.5. Control Viewport layer visibility		
	14.6. Plot drawings from Layout (Paper) Space		
	14.7. Edit and control line weights using plot color table		
	14.8. Create paper and PDF plots		
	14.9. Chapter 14 and 15 Quiz		
	15. Final Test		16
	15.1. Practical Drawing Exercise		