

<insert course name here>

<insert course code number here>

I. COURSE DESCRIPTION: The technician and tradesperson is required to receive and transfer technical information. Drawings and blueprints are used for this information movement. Through practice the student will strengthen this skill.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Drawing instruments

Potential Elements of the Performance:

with practice learn the proper use of drafting instruments

2. Orthographics

Potential Elements of the Performance:

Discuss the parameters to using one, two, or three view orthographic drawings

Sketch free hand, assorted orthographic drawings

Draw with instruments assorted orthographic drawings

Transfer surfaces

Add missing or incomplete views

3. Isometrics

Potential Elements of the Performance:

Discuss the advantages of isometric drawings

Sketch, free hand isometric views

Draw isometric views to scale

4. Dimensioning and tolerancing

Potential Elements of the Performance:

Use proper symbols and lines

Discuss tolerance techniques

Discuss dimensioning techniques

Produce three view orthographic drawings with proper dimensions and tolerances

5. Sectional views, machining particulars

Potential Elements of the Performance:

Discuss and draw, full, half and partial section views

Draw and specify fillets and radii, counterbore and spotfaces, tapers and bevels, keys and keyways.

Identify various thread types

Use standard thread designations

6. Blueprint reading

Potential Elements of the Performance:

<insert course name here>

<insert course code number here>

Discuss the various types of blueprints
 Find the correct locations of pertinent information
 Identify , methods of referencing
 Answer various questions using industrial blueprints

III. TOPICS:

1. Instruments
2. Orthographics
3. isometrics
4. Dimensioning and tolerancing
5. Section views, machining particulars
6. Blueprint reading

IV. REQUIRED RESOURCES/TEXTS/MATERIALS: Drafting kit, (campus bookstore).” Blueprint reading for the Machine Trades” fifth edition, Russ Shultz and Larry Smith**V. EVALUATION PROCESS/GRADING SYSTEM:****Three term tests 90%****Assignments and quizzes 10%****Total = 100%**

<give breakdown of tests/assignments and their weights relative to calculating the final grade for the course>

The following semester grades will be assigned to students in postsecondary courses:

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%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
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	

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	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.

VI. SPECIAL NOTES:

Special Needs:

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

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.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. 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.

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.

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

<include any other special notes appropriate to your course>

VII. PRIOR LEARNING ASSESSMENT:

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<insert course code number here>

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

VIII. DIRECT CREDIT TRANSFERS:

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.