



CAMOSUN COLLEGE
School of Trades and Technology
Department of Civil Engineering Technology

CIVE 131
Graphical Communications 1
Winter 2018

COURSE OUTLINE

Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.

1 Instructor Information

Instructor	Jeff Howard	
Office hours	TBA	
Location	TBA	
Phone	TBA	Alternative: _____
E-mail	howardj@camosun.bc.ca	
Website	http://civil.camosun.bc.ca/student/	

2 Prerequisites and Corequisites

One of:

- C in Principles of Math 11
- C in MATH 137

3 Hours and Credits

Course Activity

- Lecture (Direct Instruction)
- Seminar (Direct Instruction)
- Lab /Collaborative Learning
- Supervised Field Practice
- Workplace Integrated Learning (*Coop, Internship, etc.*)
- Other* (*please note*):

Hours / Week	Instruction – No of Weeks <small>(Q=11; S=14; "P or S" = 7)</small>
	14
	14
5	14

Credits = 3

4 Short Description

Students learn to communicate clearly in the form of hand sketches, spreadsheets and computer-aided drafting (CAD) software in order to accurately present technical information to both technical and non-technical audiences. CAD skills include: drawing simple geometric shapes; using layers; applying annotation; creating and inserting blocks; and preparing layouts.

5 Intended Learning Outcomes

Upon successful completion of this course a student will be able to:

- Use spreadsheet software to perform calculations and analyse technical information.
- Prepare consistently-formatted tables and graphs that can be easily read both digitally and in print.
- Represent 3D objects using various methods of projection.
- Create clear and neat hand sketches of simple geometric objects.
- Create, edit and apply basic CAD objects such as: layers, simple blocks, text, dimensions, hatching, layouts to accurately draw and edit simple geometric shapes.
- Create drawings that conform to prescribed drafting standards and practices.

6 Course Content and Schedule

<i>Week</i>	<i>Topic</i>
1	Course Introduction; MS Excel
2	MS Excel
3	Introduction Engineering Graphics: Drafting concepts and basics; Hand Sketching: basics; orthographic and isometric drawings
4	Quiz 1: Covers Weeks 1 to 4; Orthographic and isometric drawings; Introduction to Term Project (TP)
5	Hand Sketching: dimensioning, section views; AutoCAD Fundamentals- Part 1: 1 - Getting Started; Coordinate systems
6	Reading Week
7	2 - Basic Commands for drawing and editing; 4 - Osnap (running and override); Polar Tracking; OSnap Tracking; 5 – Move; copy; rotate; scale; and mirror
8	7 – Templates and Layers; 8– Arcs; Polylines; and Polygons; 9 – Getting information from your drawing
9	* Quiz 2: Covers Weeks 5 to 8; 11 - Trim, Extend, Stretch, Fillet, Chamfer, Offset, Array; 12 – Inserting blocks; 14 and 15 – Layout and Printing
10	17 – Text; 18 – Hatching; 19 - Dimensioning
11	AutoCAD Fundamentals- Part 2; 1 - Working Effectively with AutoCAD; 2 - Accurate Positioning; 9 - Annotation Styles
12	5 - Blocks; Title Blocks; 8 - Advanced Layouts
13	* Quiz 3: Covers Weeks 9 to 12; 11 - External References; 7 - Creating Templates
14	Review
15	Exam Week

7 Basis of Student Assessment

<i>Component</i>	<i>Weighting %</i>	<i>Comments</i>
Assignments	20	Group and Individual Work
Term Project	10	Group Work
Quizzes	15	Open book (C, flash & your regular home drives are not allowed to use.)
Instructor Assessment	5	Based on your attendance and participation
Final Exam	50	Open book : C, flash & your regular home drives are not allowed
TOTAL	100	

8 Recommended Materials to Assist Students to Succeed Throughout the Course

- a) Texts – **ASCENT, AutoCAD®/AutoCAD LT®– Fundamentals Part 1**, ASCENT Center for Technical Knowledge
- b) Other – mechanical pencil; 6 inch ruler with imperial and metric graduations; eraser – Mars plastic; erasing shield
- c) Optional - Triangular scale: Staedtler 987 18-SI' 1:1, 1:10, 1:2, 1:20, 1:5, 1:50

9 College Supports, Services and Policies



Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

10 Grading System

- Standard Grading System (GPA)*
- Competency Based Grading System*

See [Camosun Grading Policy E-1.5](#)

11 Class Policies

- Late assignments will have 10% deducted. Assignments submitted after graded assignments have been returned are worth 0.
- You must complete all assignments prior to the final exam to be permitted to write the final exam
- An overall weighted average of 50% must be attained and a mark of at least 50% on each component of the Final Exam, otherwise an F will be given.
- Full attendance at the lab sessions is mandatory unless prior approval is granted by the instructor.