



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

**CIVE 131**  
**Graphical Communications 1**  
**Fall 2020**

**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	Stephen Cowden
Office hours	Variable – will arrange time online
Location	TEC 105
Phone	Alternative: _____
E-mail	cowdens@camosun.bc.ca
Website	<a href="http://civil.camosun.bc.ca/student/">http://civil.camosun.bc.ca/student/</a>

**2 Prerequisites and Corequisites**

One of:

- C in Pre-Calculus 11
- C in MATH 073
- C in MATH 077
- C in MATH 137
- C in MATH 139

**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>
1	14
1	14

Credits = 3.0

**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.

*Open to students in Civil Engineering Technology or Civil Engineering Technology Access or by permission of department chair.*

## 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	<b>Quiz 1:</b> Covers Weeks 1 to 4; Orthographic and isometric drawings
5	Hand Sketching: dimensioning, section views;
6	AutoCAD Fundamentals – Part 1; Getting Started; Coordinate systems
7	Basic Commands for drawing and editing; Osnap (running and override); Polar Tracking; OSnap Tracking; Move; Copy; Rotate; Scale; and Mirror
8	Templates and Layers; Arcs; Polylines; and Polygons; Getting information from your drawing
9	<b>Quiz 2:</b> Covers Weeks 6 to 8; Trim, Extend, Stretch, Fillet, Chamfer, Offset, Array; Inserting blocks; Layout and Printing
10	Text; Hatching; Dimensioning
11	AutoCAD Fundamentals – Part 2; Working Effectively with AutoCAD; Accurate Positioning; Annotation Styles
12	Blocks; Title Blocks; Advanced Layouts
13	<b>Quiz 3:</b> Covers Weeks 9 to 12; External References; Creating Templates
14	Review
15	Exam Week: Date: TBA

## 7 Basis of Student Assessment

<i>Component</i>	<i>Weighting %</i>	<i>Comments</i>
Assignments	30	Assignments are to be completed individually
Quizzes	30	Open book, on computer and on paper
Final Exam	40	Open book, on computer and on paper
TOTAL	100	

## 8 Required Materials

- Text – CIVE 131 Course Notes, by Bao-Qin Bai, provided as free pdf on course website
- 0.5mm or 0.7mm mechanical pencil, Pentel P207 recommended (approx. cost is \$6)
- 12" or 15" ruler with imperial and metric graduations, steel preferred (approx. cost \$5)
- eraser – Staedtler Mars plastic (approx. cost \$2)

## 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
- You must pass the final to pass the course
- Attendance at lectures and labs is required. If you are unable to attend a class you must notify the instructor prior to the class.