

Clarendon College **DFTG 1325 Blueprint Reading and Sketching**

I. General Course Information

Mark Simmons,

Course Number: DRFT 1325

Course Title: Blueprint Reading and Sketching

Credit Hours: 3-2-2

Course Description: An introduction to reading and interpreting working drawings for fabrication process and associated trades. Use of sketching techniques to create pictorial and multi view-view drawings.

A series of basic intellectual competencies--reading, writing, speaking, listening, critical thinking, and computer literacy--are essential to the learning process in any discipline and thus should inform any core curriculum. Although students can be expected to come to college with some experience in exercising these competencies, they often need further instruction and practice to meet college standards and, later, to succeed in both their major field of academic study and their chosen career or profession. This course will further develop the following basic intellectual competencies:

READING: Reading at the college level means the ability to analyze and interpret a variety of printed materials--books, articles, and documents. A core curriculum should offer students the opportunity to master both general methods of analyzing printed materials and specific methods for analyzing the subject matter of individual disciplines.

WRITING: Competency in writing is the ability to produce clear, correct, and coherent prose adapted to purpose, occasion, and audience. Although correct grammar, spelling, and punctuation are each a sine qua non in any composition, they do not automatically ensure that the composition itself makes sense or that the writer has much of anything to say. Students need to be familiar with the writing process including how to discover a topic and how to develop and organize it, how to phrase it effectively for their audience. These abilities can be acquired only through practice and reflection.

SPEAKING: Competence in speaking is the ability to communicate orally in clear, coherent, and persuasive language appropriate to purpose, occasion, and audience. Developing this competency includes acquiring poise and developing control of the language through experience in making presentations to small groups, to large groups, and through the media.

LISTENING: Listening at the college level means the ability to analyze and interpret various forms of spoken communication.

CRITICAL THINKING: Critical thinking embraces methods for applying both qualitative and quantitative skills analytically and creatively to subject matter in order to evaluate arguments and to construct alternative strategies. Problem solving is one of the applications of critical thinking, used to address an identified task.

COMPUTER LITERACY: Computer literacy at the college level means the ability to use computer-based technology in communicating, solving problems, and acquiring information. Core-educated students should have an understanding of the limits, problems, and possibilities associated with the use of technology, and should have the tools necessary to evaluate and learn new technologies as they become available.

II. Objectives/Terminal Objectives

All Clarendon College courses work together to meet the following objectives:

1. Establish broad and multiple perspectives on the individual in relationship to the larger society and world in which he or she lives, and to understand the responsibilities of living in a culturally and ethnically diverse world;
2. Stimulate a capacity to discuss and reflect upon individual, political, economic, and social aspects of life in order to understand ways in which to be a responsible member of society;
3. Recognize the importance of maintaining health and wellness;
4. Develop a capacity to use knowledge of how technology and science affect their lives;
5. Develop personal values for ethical behavior;
6. Develop the ability to make aesthetic judgments;
7. Use logical reasoning in problem solving; and
8. Integrate knowledge and understand the interrelationships of scholarly disciplines.

In addition, the following objectives that are specific to Introduction to Layout Fabrication will be met:

End-of-Course Outcomes

1. . Examine basic designs, material shapes and joint configurations utilized by industry
2. . Layout & Fabrication.
3. . Interpret working drawings for use in the fabrication process.
4. . Identify and utilize common tools for various drawing situations.
5. . Understand how to draw revisions on prints used on the jobsite.
6. . Demonstrate proficiency in the use sketching techniques.
7. . Create pictorial and multi view drawings.

III. Textbook and Other Required Materials

RECOMMENDED:

The Pipe Fitters and Pipe Welders Handbook by Thomas W. Frankland;

Bluebook for Pipe Fitters and Welders by H. G. Thorsness

Blueprint Reading For Welders by A.E. Bennett and Louis J. Siy

IV. Classroom Policy and Instructor Expectations

Students are expected to conduct themselves in a manner, which promotes a safe learning environment for all students. Students should participate in classroom and lab activities / discussions, complete assignments on time and be prompt to class.

Cell phones are expected to be placed on silent ring. Students receiving a call are expected to leave the class to answer incoming calls in the hallway. NO TEXTING is allowed during class sessions. If a student's cell phone use becomes a problem they will be asked to leave the class. If the cell phone use continues to be a problem the student will be removed from the class roster.

V. Additional/Supplemental References

Computer CD (hand out Material)

VI. Methods of Evaluation

Attendance = 50%

Exams = 30%

Classroom work 20%

Grade Scale:

90 - 100 = A

80 - 89 = B

70 - 79 = C

Below 70 = F

VII. Attendance Requirements

Attendance at all class sessions is expected of all students. This is a significant part of instilling a good work ethic for future employers. For this reason if a student must be absent for any reason he/she will be required to notify a welding instructor(s) as soon as practical for each absence and its reason. If a student is absent from class for four unexcused absences they will be placed on the "Attendance Probation List" for the Welding Program. After six unexcused absences the student will be administratively withdrawn from the entire welding program.

Attendance Percentage		Grade
90 – 100	=	100
80 – 90	=	90
70 – 80	=	80
60 – 70	=	70
0 – 60	=	50

VIII. Scans/Or Core Competencies That Will Be Addressed in the Class

Resources:

Allocates Material & Facility Resources

Information:

Acquires & Evaluates Information

Organizes & Maintains Information

Interpersonal:

Participate as Team Member,

Serve Clients/Customers

Negotiation Skills

Systems:

Understands Systems

Technology:

Select Technology

Applies Technology

Basic Skills:

Reading

Arithmetic

Mathematics

Thinking Skills:

Creative Thinking

Decision Making

Problem Solving

Reasoning

Personal Qualities:

Responsibility

Self-Management

IX. Next Recommended Course in Sequence—N/A

X. Correlation to Stated Mission Goals of Clarendon College

- A. Provide general college academic course for students who plan to enter senior colleges and universities with junior standing.

- B. Provide a classroom setting that is conducive to learning.
- C. Provide, assist, and promote the use of learning resources.
- D. Participate in and contribute to the democratic society in which we live.
- E. Acquire skills, facts, values, and attitudes necessary to function and contribute to our society.

XI. Grievance Policy

If you have a dispute concerning your grade or policies in this class, it is the student's responsibility to contact the instructor to discuss the matter. Should things remain unresolved, please follow the procedures described in the Clarendon College Student Handbook or College Policy Manual.

XII. Instructor's Contact Information and Office Hours

My office is located in the Clarendon College Pampa Welding & Wind Center. I will be available during posted office hours, before and after class, or contact me by phone 806-681-6440. My e-mail address is mark.simmons@clarendoncollege.edu.

Special Accommodations: Please see the Instructor if you have a disability that requires special accommodations.

Campus Carry

The 84th Session of the Texas Legislature passed two bills which relate to guns on the premises of college campuses:

Effective **January 1, 2016**, House Bill 910 (commonly referred to as the “Open Carry” bill) allows a Texas Concealed Handgun License holder to openly carry a holstered handgun, except on the campus of a higher education institution. The law remains unchanged that a firearm may be stored or transported in a locked privately owned or leased motor vehicle by a person who holds a license to carry.

Effective August 1, 2016, for four year Universities and Colleges, and **August 1, 2017** for Junior Colleges Senate Bill 11 (commonly referred to as the “Campus Carry” bill) allows a license holder to carry a concealed handgun while on the campus of an institution of higher education. This bill provides that, after consulting with students, staff, and faculty regarding the nature of the population and safety considerations, the Chief Executive Officer of the institution of higher education shall establish reasonable rules, regulations, and provisions regarding carrying on the campus. The established rules and regulations may not generally prohibit license holders from carrying concealed handguns on campus. Information regarding the portions of the campus where license holders may not carry, referred to as Gun Free Zones, can be found within the Concealed Campus Carry Regulations. It continues to be an offense if the license holder carries a partially or wholly visible handgun and intentionally/knowingly displays the handgun in plain view to another person on the premises of the campus to include driveways, streets, sidewalks, parking lot, parking garage, or parking area of the institution of higher learning.

Anyone with questions or concerns regarding the Campus Carry Policy can contact the President's Office at 806-874-4808

Accommodation Statement

REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT:

In accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, any student who feels that he or she may need any special assistance or accommodation because of an impairment or disabling condition should contact the Associate Dean of Enrollment Services at 806-874-4837 / janean.reish@clarendoncollege.edu or visit the Clarendon campus at Clarendon College. It is the policy of Clarendon College to provide reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to contact the Associate Dean of Enrollment Services.

Nondiscrimination Policy:

Clarendon College does not discriminate on the basis of race, color, national origin, sex, or disability. Harassment of a student in class, i.e., a pattern of behavior directed against a particular student with the intent of humiliating or intimidating that student will not be tolerated. The mere expression of one's ideas is not harassment and is fully protected by academic freedom, but personal harassment of individual students is not permitted.

STUDENT RIGHTS & RESPONSIBILITIES The role of Clarendon College is to encourage individuals of all ages to develop their skills and talents based on their abilities and interests, so that collectively they may contribute to the growth and development of this democracy. College policies, procedures, and regulations are formulated to promote an appropriate teaching and learning environment where each student has the freedom to learn and where the constitutional rights of others are protected. The concept of rights and freedom, no matter how basic or widely accepted, carries with it corresponding responsibilities. Students, as well as other members of the college community, enjoy the same constitutional and civil rights guaranteed all citizens; at the same time, they are subject to the laws of the nation, the State of Texas, and the

local community. All members of the college community have a strong responsibility to protect and maintain an academic climate in which the freedom to learn can be enjoyed by all. To this end, certain basic regulations and policies have been developed to govern the behavior of students as members of the college community. Violations of student conduct regulations will be handled through the Office of the Vice President of Student Services. Violations of federal, state, and/or local laws make a student subject to civil or criminal action in addition to disciplinary action by the College. Each student is responsible for knowing the policies and regulations of the College.

Freedom of Expression

The rights of free speech and peaceable assembly are fundamental to the democratic process. The College supports the rights of students of the college democratic process. The College supports the rights of students of the college community to express their views and opinions on actions or ideas, to associate freely with others, and to assemble peacefully. Whether expressing themselves as individuals or in organized groups, members of the college community are expected to conduct themselves responsibly, according to law, and to respect the basic educational goals of the College. Accordingly, the College insists that free expression not violate the rights of others. Disruption of the educational process and functions of the College, or violation of law, would constitute such a violation. Students wishing to assemble must complete an official request with the Vice President of Student Services. The institution reserves the right to determine the time and location of such assemblies in order to ensure that the educational process is not disrupted. The use of amplified equipment is prohibited in student assembly and speech. The institution will not tolerate hate speech, defined as "...the lewd and obscene, the profane, the libelous, and the insulting or 'fighting' words – those which by their very utterance inflict injury or tend to incite and immediate breach of the peace." (Chaplinsky vs State of New Hampshire, 315 U.S. 568, 1942)

Freedom of Access

Within the limits of its resources, Clarendon College shall be open to all applicants who are qualified according to current admission requirements. Clarendon College does not discriminate on the basis of race, creed, color, national origin, mental or physical disabilities, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and educational services, programs, and activities.

Freedom of Association

Students are free to associate to promote their common interests. They have the right to seek, through official procedures, and establish organizations of their choosing so long as such are not in conflict with the educational purposes of the College. Students have the right to affiliate with officially recognized campus organizations of their choice, within the requirements of those organizations relative to membership.

Academic Rights of Students

The College has the responsibility of providing a program of quality education in keeping with its financial resources; students have protection through campus-designed procedures against prejudiced or capricious academic evaluation. Student performance shall be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards. Students are responsible for completing their academic program, being familiar with all requirements of the College Catalog, and for maintaining their grade point average for degree requirements.

Student Records

Student records are maintained in confidence and in compliance with the Texas State Library and Archives Commission retention schedule. Student records are used to promote the instruction, career development, guidance, and educational progress of the student. In accordance with the Family Educational Rights and Privacy Act of 1974, Public Law 93-380, as amended, the student has access to specific information contained in his or her official records as specified by that act. Student records may be released to other persons, agencies, or institutions with a demonstrated interest in the student only if a written release has been signed by the student. College staff shall have access to student records when there is a demonstrated educational interest in the student.

Student Participation in Institutional Decision-Making

The primary route of Clarendon College students in decision-making is through participation in the Student Government Association (SGA). Students also may be invited to serve on one of the various institutional committees. Student opinion of food services, student housing, student activities, etc., are gathered from a number of surveys. All student input, whether it be through organized clubs, committees, or questionnaires, is given serious consideration as suggestions for change in and improvement of the College.

Student Responsibilities

The Board of Regents of Clarendon College expects employees, students, visitors, and guests of the College to accept the following responsibilities: Compliance with and support of duly constituted civil authority, Respect for the rights of others and cooperation to ensure that such rights are maintained, whether or not one agrees with the views of those exercising such rights. Cooperation to ensure that the will of the majority is implemented after due consideration, but not to include the suppression of the minority, To exercise disagreement in a responsible manner and within a framework compatible with the orderly resolution of differences. Knowledge of and active support of college regulations. A person who is required to register under the Code of Criminal Procedures 62.152 must register not later than the seventh day after the date on which the person begins to attend school to the Director of Student Life as well as any other local law enforcement agencies as required by Chapter 62, Code of Criminal Procedure.

