



Digital Design Graphics Technology
DDGT 230
Digital Architecture Drafting & Design
Fall 2018 Course Syllabus

<u>Instructor:</u>	Eileen Tumlin
<u>Department Website:</u>	www.ddgt.net
<u>Location:</u>	3902
<u>Course Length:</u>	18 weeks (162 Hours)
<u>Times:</u>	T/Th: 1:30PM – 5:45PM
<u>Units:</u>	5
<u>Prerequisites:</u>	None although it is highly recommended that students AutoCAD Fundamentals or AutoCAD Advanced
<u>Office:</u>	Inside Drafting Lab, Building 3900
<u>Office Hours:</u>	By appointment
<u>Lab Hours:</u>	M-Th: 8:00 AM – 3:45 PM
<u>Department Telephone:</u>	(707) 256-7526
<u>Email:</u>	et@tumlinarchitecture.com

Course Description:

This course is an introduction to the concepts of architectural design as applied to residential design and documentation. Students will be utilizing Autodesk Revit Architecture 2017 as the primary software tool to build 3D Building Information Models and produce construction documents and renderings. Students will also complete a course certificate in Autodesk Revit Architecture 2017 as part of the class. The class will use the Revit software to construct building models of individual projects, create 3D perspective views, render, and produce construction documents.

Portions of the class will focus on the Pre-Design, Schematic Design, and Design Development phases of a project which include topics such as site planning, programming, space planning, schematic design, and massing model studies. Students will also learn to research local zoning and building codes and apply these codes to their designs.

Throughout the course students will gain an overview of graphic representation methods used in the architectural field, drawing symbology, floor plans, foundation plans, roof plans, site plans, building sections, exterior and interior elevations, construction details, and schedules.

This syllabus is subject to change at teachers discretion.

Required Text: *Autodesk Revit 2019 Architecture Fundamentals (Imperial)*
(After student purchase, supplied in class)

Residential Design Using Autodesk Revit 2019
Daniel John Stine
ISBN: 978-1-63057-187-0

Additional readings will be assigned and provided by Instructor.

Recommended Texts: *Building Construction Illustrated 4th Edition,*
(Earlier editions are OK)
Francis D. K. Ching
ISBN: 978-0-470-08781-7

Required Materials: Three-ring, 3" binder (or two 1.5" binders).
Architectural and Engineering Scales (Students may borrow DDGT scales in class.)
12 inch roll of Tracer Paper
Pencils with soft leads
Eraser
Sketchbook
Note-Taking materials
External Memory Device (USB or cloud)

Recommended Materials: Digital Camera or Smartphone Camera
Construction Calculator or the *Construction Master Pro* smartphone application

Course Objectives: Upon successful completion of this course, the student will be able to:

1. Develop a design study for a residential dwelling
2. Develop a site plan
3. Layout and dimension floor plans
4. Develop door and window schedules
5. Produce log descriptions
6. Interpret and apply applicable building codes and zoning requirements
7. Draw construction details
8. Develop a foundation plan
9. Use appropriate tables to determine roof and floor member sizes
10. Draw interior elevations and details
11. Draw framing details
12. Interpret and apply architectural symbols
13. Apply drafting skills necessary to produce industry quality drawings
14. Check drawings for discrepancies by using organized procedures

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Student Learning Outcomes:

SLO1: Autodesk Certificate of Training in Revit Architecture Fundamentals

SLO2: Ability to implement technical skills in the creation of working drawings utilizing the latest release of the Autodesk Revit Architecture software.

SLO3: Ability to understand and apply industry standard technological terms, symbols, and the standard views used to describe building design.

Grading Policy:

The student is responsible for the content of any reading assignment in the texts prior to the scheduled class meeting that pertains to that subject matter. The final course grade will be based on:

Class Participation:	10%
Assignments and Quizzes:	20%
Certification Completion:	10%
Midterm Exam:	20%
Final Exam:	20%
Final Project:	20%
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Course Total	100%

Exams and quizzes will be a combination of true/false, multiple choice, and practical application questions.

Assignments will be a combination of practical exercises using software, written exercises, and sketching exercises.

The final project will be the design, modeling, and production of architectural documentation of a unique residential structure.

Academic Honesty

Students are prohibited from sharing their username and password with anyone. Students shall not allow other students or others not enrolled in the course to access course materials or lab computers without instructor's permission. Allowing anyone else to access your account is grounds for failing the course.

All students are expected to complete their own work and all written work must be original. Work cited from other sources must be cited properly using quotations marks and references as appropriate. Plagiarism in any form will not be tolerated and will result in no credit for the assignment. Subsequent incidents of plagiarism may result in failing the class and a referral to the vice-president of student services for formal discipline. Students are expected to take all course exams individually. Cheating includes accessing test information in any way that is not approved by the instructor or sharing test information with another student in any way not approved by the instructor. Cheating on a test shall result in a failing grade on that test. Subsequent incidents of cheating may result in a failing the class and a referral to the vice-president of student services for formal discipline.

Class Policies:

Students are expected to:

- Arrive on time and stay for entire class period.
- Pay attention, be respectful, and participate fully in class and/or online discussions.
- Engage other students and the instructor in honest productive discussions.
- Maintain a respectful classroom environment at all times. (This means no loud conversations, phone calls, music, etc.)
- Maintain a clean workspace and clean up after each class.
- Bring all tools, materials, and texts to class.
- Turn in only original work prepared by the student. (Anything else is considered plagiarism and will result in a lower grade or failing the class.)
- Work only on class projects and assignments during class.
- Submit digital and hardcopies of work as requested by instructor.
- Keep food and liquids in the designated areas of the classrooms.
- Turn all phones off or set to vibrate during class and take all calls outside.
- Regular attendance in all classes is important for satisfactory academic progress. The Napa Valley College attendance regulations make provisions for a limited number of unavoidable absences. However, a student who is absent for as many times as a class meets each week will have exhausted this provision. An instructor may request verification of those absences. Further absences may cause the instructor to drop the student from the class. Students who do not attend the first class meeting may be dropped or lose priority on the waiting list.
- Students are solely responsible for adding or withdrawing from class.
- There are no make-up exams or quizzes unless discussed in advance with instructor.
- Incomplete grades are only given under special circumstances and with written documentation that demonstrates the justification for the incomplete grade.

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- Some NVC students, staff, and faculty are seriously impaired by environmental illness or Immune Dysfunction Syndrome. They can experience breathing problems, headaches, sudden fatigue, mood swings, or memory lapses when exposed to perfumes, soaps, scented sprays or lotions, chemicals, tobacco smoke, or dust. Your sensitivity to the problem is extremely important. By minimizing the use of strongly scented soaps, perfumes, and other products, we can help those affected.
- Instructor reserves the right to make adjustments and changes to the syllabus and schedule as needed during the semester.

Attendance Information:

Regular attendance in all classes is important for satisfactory academic progress. The Napa Valley College attendance regulations make provisions for a limited number of unavoidable absences. However, a student who is absent for as many times as a class meets each week will have exhausted this provision. An instructor may request verification of those absences. Further absences may cause the instructor to drop the student from the class.

The Students dropped from a class must submit a petition to the Vice President, Student Services in order to be reinstated. If a student is absent because of illness, a signed statement from a physician must be attached to the petition. It is important that the student contact the instructor as soon as possible after an absence has occurred. The Office of Student Services is located in Room 1330, 1300 Student Services 1 Building, 256-7360.

Students are ultimately responsible for dropping the class should they wish to no longer participate or to even start the class once registered. The instructor is not obligated to drop students at any point in the course.

If you have a disability that requires accommodations, please let me know as soon as possible and I will provide you with the information you need to receive services. You may also contact the Office of Special Services (DSPS), Bldg. 1700, at (707) 253-3080, or make an appointment in the Counseling Center (Bldg. 1300) to meet with a DSPS Counselor, (707) 253-3040.

Drafting Lab Etiquette and Policies:

1. Lab computers are to be used for DDGT course purposes only. **Working on projects for other classes during your class time is not allowed.** (Some open lab time, other than your scheduled classes in DDGT may be made available to you. At these times, you may request to use a workstation for other class work. This type of use will be on a case by case basis and you must receive prior approval from the instructor before using the Open Lab time for other than DDGT projects.)
2. Lab computers are used by many other students during the day. Do not adjust or customize the display (monitor) or the workings of the computer in any way. This includes background wallpaper on the desktop and resolution settings of the display adaptor or adjustment of the actual computer monitor hardware. (If you need special accommodation for a visual problem or otherwise, make a request and we will review your consideration.)
3. Lab computers are used by many other students during the day. Please log-off of your computer before leaving for the day.
4. Internet access is a privilege. Do not access questionable websites. Do not download and install any software or games. Access to the internet is limited to needs for projects in the DDGT Courses. Any other access is not allowed without permission. (On occasion, you may request to access the Internet for personal use. If your request is granted, it does not override the directive regarding software/game downloads or installations. You will need to clear this type of use on a case-by-case basis.)
5. The DDGT lab computers are for learning and studying. Do not play computer games of any kind on the DDGT Lab Computers. Playing solitaire and the like on the DDGT computers is not allowed. Unless by chance you have created the artwork and programmed a computer game as part of a DDGT course project, there will be NO computer games played in this lab. Playing computer games is something that you can do at home, on your own computer, in your own time.
6. Do not touch the computer monitor screen with any items or especially with your fingers. There is absolutely no reason why anyone needs to touch the monitor screens. If you wish to point out something on your screen to another person, POINT WITHOUT TOUCHING! If you cannot seem to help yourself, use the eraser end of your pencil to point with and do not touch the screen with that either! If your monitor is found to be all fingerprinted up, you will lose the access to the DDGT Lab Computers. If you happen to accidentally touch the screen, you may use the cleaning spray and cloths available to you in the lab. DO NOT use any other cloth except for the ones designated to you. If you are unsure, ask the instructor or DDGT Technician for assistance.
7. Each student is required to clean their CAD workstation before leaving the classroom at least once a week or as needed. Ask Instructor or Assistant for cleaning supplies.

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8. Please keep in mind at all times that computer use in this lab is not your private business. All access on this network is logged and may be reviewed at any time. The activity on your screen when you are working in this network can and may be recorded for later review as well.
9. Please set cell phones to “vibrate” during class times. Take all phone calls outside. Do not take phone calls during lecture or demonstrations unless it is an emergency and do so quietly.
10. Students may keep drinks / food at designated areas at the back of the room. Water in a closed container may be kept by student on the floor at work area. Please eat outside or in the kitchen area. Privileges may be revoked at any time if policies are abused. Any garbage that has food in it should be disposed of in the garbage cans outside of the building (there are garbage cans located on the north and south ends of the building).
11. Talking during a lecture other than to a student to clarify something that is not clear will not be permitted. If you do not understand something, ask the instructor. I will be more than happy to assist you. If your question is not answered, come and see me after the lecture and we will go over the topic until everything is clear.
12. The rest rooms are located on the north end of the building. You may leave the class at any time to use them without asking permission. Keep in mind that you may miss vital information during a lecture.
13. Lab hours are available regularly. It is highly recommended that you take full advantage of the CAD workstations during these times.
14. Lockers are available at the back of each room for your convenience. Do not utilize the lockers during other classes. You will be required to supply your own padlock. Note: Locks are to be removed at the end of the semester.
15. In the event of a major disaster or emergency, the instructor is to lead the students to the grassy area between the 1700 and the 2000 (between the new library and science buildings) or to the sports track.
16. Failure to comply with any of these directives will result in immediate suspension of DDGT Lab Computer privileges!

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Other Notices of Importance:

Students in need of accommodations in the college learning environment:

Any student who feels s/he may need an accommodation based on the impact of a learning disability should contact Learning Services in the Library and Learning Resource Center (LLRC), room 1766, phone (707) 256-7442. A Learning Disability Specialist will review your needs and determine appropriate accommodations.

If you need accommodations for physical or other types of disabilities, schedule an appointment with DSPS Counselor, Sheryl Fernandez, in the Counseling Department located in the 1300 building, phone (707) 256-7220 for appointment.

All information and documentation is confidential. Please feel encouraged to make an appointment with me privately to discuss your specific learning needs in my class.

If you have a disability that requires accommodations, please let me know as soon as possible and I will provide you with the information you need to receive services. You may also contact the Office of Special Services (DSPS), Bldg. 1100, at (707) 253-3080, or make an appointment in the Counseling Center (Bldg. 1300) to meet with a DSPS Counselor, (707) 253-3040.”

In accordance with Napa Valley College Board Policy D1130, the Student Code of Conduct, and applicable state and federal laws, discrimination or harassment based on gender, gender identity, race, nationality, ethnicity, religion, sexual orientation, or disability is prohibited in any form.

Students are encouraged to participate fully in class discussions and to engage other students and the instructor in honest productive discussions. All interactions online shall be professional and respectful.

Student Services: College Policies and Procedures

<http://www.napavalley.edu/StudentServices/Srr/Pages/Default.aspx>

Important College Numbers (707 area code)

Admissions & Records	256-7200
Career Center	256-7330
Financial Aid/EOPS	256-7300
Child Development Center	253-3046
Counseling Office	256-7220
Student Services	256-7360
Special Services	253-3080
Testing & Tutoring Center	256-7434
Transfer Center	256-7333

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I have received, read, and understood the contents of this syllabus and I understand the consequences of not following the assignments and rules. It is my responsibility to complete the assignments of this course, to study the course material, and to attend each class meeting on time. I also understand that it is my right to ask the instructor, at any time, for clarification of any assignment, rule, or my responsibilities for this course.

Signature _____ Print Name _____

Date _____

Phone number _____ Cell Phone _____

E-Mail address (print very neatly) _____

Anything I should know? _____
