# sps logoSOUTHFIELD HIGH SCHOOL

24675 Lahser Road

Southfield, MI 48034

Phone: (248) 746-8600

SOUTHFIELD PUBLIC SCHOOLS

CAD (Computer Aided Drafting) SYLLABUS

**2012 - 2013**

Instructor: Mr. John Shirkey

Room: D105

Phone: 248-746-8853

Email: [shirkeyjp@southfield.k12.mi.us](mailto:shirkeyjp@southfield.k12.mi.us)

##### Course Description

This course is designed to give beginning students a basic knowledge and understanding of design and engineering procedures and other related technical fields. These students will create drawings using basic CAD commands. This course currently uses Autodesk's AutoCAD 2013. After completing at least 2 of the Drafting courses students are eligible to receive college credit at various colleges and universities that Southfield High articulates with. See the instructor for details.

##### Marking Period Grade Calculation

The Student’s marking period grade will be determined by their performance and achievement in:

Drawings & Assignments 80%

Tests 20%

##### Semester Grade Calculation

Marking Period 1:30%

Marking Period 2: 30%

Marking Period 3: 30%

Final Exam 10%

**Tardies/Attendance**

Students cannot have more than **5** unexcused **tardies** or **absences** in one **semester**. If this happens, a student will receive **zero points toward their grade point average.** However, the student will receive credit for the class if satisfactory work **has been completed.** This procedure has been approved by the Southfield School board. See your student handbook for additional information.

**Behavioral Expectations: Maintain a PROFESSIONAL environment!**

1. Respect the people, **equipment** and **furniture** in the room.
2. Stay on task. Remain at your workstation unless official business.
3. Follow all school rules as stated in the student handbook.
4. Remain in your seat until the dismissal bell rings.
5. Food, drink, candy or gum chewing is **not** allowed in the CAD lab work area.

**Consequences for Negative Behavior**

1st Offense: You will be politely asked to stop the undesirable behavior.

2nd Offense: You will be strongly urged to stop the undesirable behavior.

3rd Offense: You will be asked to step into the hallway and if time allows a parent or guardian will be contacted which will cause you to lose valuable class time.

Note: Each situation is unique and will be dealt with as to allow the best learning environment for ALL students in the classroom.

**Rewards for Positive Behavior**

Letters of recommendation to various universities and scholarship boards upon request

Articulation with Oakland Community College (6 possible credits, must maintain a “B” average)

Background music during lab time