

Midland College
Syllabus
DFTG 2338
Final Project – Advanced Drafting

Course Description:

A comprehensive project course in which the student will develop a project in a field of their interest from conception to conclusion. This course will be a capstone course for the program. The student will work closely with various instructors in a required time frame. Periodic deadlines throughout the semester will monitor project activity.

Text, References, and Supplies:

Software: All applicable software. The student will select the program(s) best suited to his or her project.

The student will need to provide his/her own:

Presentation Binder - **RECOMMENDED**

Students Learning Outcomes and Core Competencies:

The following list of course goals will be addressed in the course. The goals are directly related to the performance objectives. Upon successful completion of the course, the student will:

1. Demonstrate the skills required in critical thinking, clear and effective communication, analytical reflection, and professionalism.
2. Write a proposal
3. Maintained a journal
4. Write a report
5. Prepare a presentation
6. Create a digital portfolio

Student Contributions, Responsibilities, and Class Policies:

- Students are responsible for maintaining, organizing, and backing-up copies of all digital files. Failure to maintain an up-to-date backup may result in data loss.
- Students are expected to exhibit professional and courteous behavior on campus, in the classrooms and labs.
- Cell phones should be silenced while in class.

Attendance Policy

Regular and punctual attendance is expected of all students in all classes for which they have registered. It is the obligation of the student to notify the instructor of all absences as soon as possible and make up all missed work. All absences are considered to be unexcused until a valid

reason is provided. It is the instructor's responsibility to judge the validity of any reasons given for an absence.

Withdrawal Policy

It is the student's responsibility to initiate the withdrawal in the Office of Student Services. Students must complete an official withdrawal form either in person in the Student Services office, online or by written request. Failure to do so may result in the student receiving a grade of "F."

The last day for withdrawal for each registration period is published in the catalog and the current course schedule. Online withdrawal requests must be made on or prior to the dates listed.

Scholastic Dishonesty & Academic Misconduct

Midland College encourages high academic standards, including student responsibility for original work. As a part of this stance, Midland College endorses specific definitions and guidelines regarding scholastic dishonesty and academic misconduct, including the areas of cheating, plagiarism, and collusion.

Definitions and full policy can be found in the Student Rights & Responsibilities section of the online catalog at catalog.midland.edu.

Evaluation of Students:

<i>Assignments</i>	30%
<i>Regular Daily Work</i>	20%
<i>Final Project</i>	50%

<i>90 and above</i>	<i>A</i>
<i>80-89</i>	<i>B</i>
<i>70-79</i>	<i>C</i>
<i>60-69</i>	<i>D</i>
<i>0-59</i>	<i>F</i>

Course Schedule:

This course meets a total of one (1) lecture hours and four (4) lab hours.

Due dates for class assignments will be announced throughout the semester. This will be subject to the progression of the class; therefore, attendance is very important.

Students are encouraged to contact the instructor at any time; however, making an appointment will guarantee the instructor's availability at a specific time.

Administrative Office:

Division Dean: Pete Avalos
Division Office: Marie Hall Academic Building Room 176
Division Telephone: (432) 685-4676
Program Chair: Yesenia Martinez

Americans with Disabilities Act (ADA)

Any student who, because of a disabling condition, may require some special arrangements to meet course requirements should contact disabilities support services as soon as possible at: [Accommodation Services](#). Conditions may include documented physical or educational disabilities. Please be aware that services or accommodations are not automatic. Each student must request them and secure the proper authorizations/documentation. Accessibility Links can be found on the Pages tab in Canvas.

Midland College Non-Discriminatory Statement:

Midland College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. For information and inquiries regarding Midland College's non-discrimination policies, go to: [Title IX](#) For further information on notice of non-discrimination, visit the ED.gov Office of Civil Rights website, or call 1 (800) 421-3481.

Syllabus subject to change as deemed necessary by the instructor to ensure learning objectives and course goals are met