
 PRAIRIE VIEW A&M UNIVERSITY		<h1 style="color: red; margin: 0;">SYLLABUS</h1>		
Course Title:		CAD Construction Documents and Codes		
Course Prefix:		ARCH	Course No.:	4344
			Section No.:	P02
		<p><i>“The Architect Should Be Equipped With Knowledge of Many Branches of Study and Varied Kinds of Learning...This Knowledge Is the Child of Practice and Theory.</i></p> <p style="text-align: right;"><i>-Vitruvius</i></p>		
		<p>School of Architecture</p> <p>Department: Architecture <input checked="" type="checkbox"/> Construction Science <input type="checkbox"/> Art <input type="checkbox"/> Community Development <input type="checkbox"/></p>		
Course Location:		Nathelyne Archie Kennedy Building, Room 115		
Class Meeting Days & Times:		Mondays; 6:30-8:50 PM		
Catalog Description:		(3-0) Credit: 3 semester hours. The organization, development, and preparation of a complete set of working drawings using computer aided design.		
Prerequisites:		ARCH 2223 or ARCH 1315.		
Co-requisites:		None		
Mode of Instruction:		<input type="checkbox"/> Face-to-face <input type="checkbox"/> On-line <input checked="" type="checkbox"/> Hybrid		
Instructor:		Daniel W. Bankhead, AIA, NOMA Adjunct Instructor		
Office Location:		School of Architecture, Prairie View A&M University, Room 244		
Office Telephone:		(713) 556-9304		
Fax:		(936) 261-9826		
Email Address:		dwbankhead@pvamu.edu		
U.S. Postal Service Address:		Prairie View A&M University P.O. Box 519 Mail Stop 2100 Prairie View, TX 77446		
Office Hours:		Mondays 5:30 PM – 6:30 PM. Other hours by appointment. Students are advised to make appointments with the professor ahead of time and be specific with the subject matter to be discussed. Students must be prepared for their appointment by submitting all applicable materials and information prior to the meeting.		
Virtual Office Hours:		Thursday 5:00 PM – 7:00 PM		
Required Textbook:		<p>The Professional Practice of Architectural Working Drawings (5th Edition); Authors: Osamu A. Wakita and Richard M. Linde; Publisher: John Wiley & Sons, Inc. ISBN: 0-471-39540-4</p> <p><i>The required textbook and the optional textbook are recommended to be included in your personal library and should NOT be sold back at the end of the year.</i></p>		

Optional Textbook:	<p><u>A Manual of Construction Documentation: An Illustrated Guide to Preparing Construction Documents</u>; Author: Glenn E. Wiggins; Publisher: Watson-Guptill Publications. ISBN: 0-8230-3002-4</p> <p><u>Building Construction Illustrated (6th Edition)</u>; Author: Francis D.K. Ching; Publisher: John Wiley & Sons, Inc. ISBN: 978-1-119-58316-5</p>
Recommended Text/Readings:	Other articles, handouts, and resource material will be provided in class and assigned online during the semester.

Course Goals and Overview:

The practice of architecture and construction has changed because of the expanding use of computer-based systems. They have provided huge advances in visual presentation and graphics, as well as in basic design work. In fact, today, it is not uncommon to see more computer-generated illustrations and design work rather than handcrafted drawings. However, for every hour spent in design, it takes roughly 3 to 4 hours to produce the information from which a contractor can build the project. Thus, most of your architectural career will involve preparing construction documents to communicate the project design to the builder in order to have your work properly constructed. Unfortunately, most architecture school graduates come into the professional workforce with little if any knowledge about how this process actually works. The School of Architecture wants to make sure that when you do apply for your first job after graduation, you do so with an advantage over those graduates who focused solely on design and presentation skills.

This class is to be a learning experience, and one that you want to come to each week. As such, it will emphasize more than just data retention. The lectures, reading materials, and assignments are each intended as different learning opportunities. You are responsible for all reading material, regardless of coverage in class. In fact, we will rarely discuss all of the reading material directly. Generally, the reading material is used to provide the basis for a class discussion, exams and grades. All readings outside of the text will be distributed in class and are due to be completed prior to the next class period.

This course can help you develop analytical skills needed to become a successful practitioner, and help you learn how to work together in teams, to solve problems, and to manage your time and resources. It can also improve and reinforce your ability to communicate properly with other members of the building team such as the client and the general contractor. Additionally, the course will introduce you to those critical skills needed on the registration exam to obtain your architectural license.

The course format is centered on lectures and discussions covering basic reading materials. You are fully expected to actively participate in the discussions during and following the lectures. It is your responsibility to raise questions when a point is not clear. If questions are not asked, it will be assumed that you fully understand the material covered in class as well as the reading material.

Course Outcomes/Learning Objectives

At the end of this course, the student will

4344.1	Learn the critical knowledge related to the important role of architectural construction documents and codes in transforming design concepts into real projects.
4344.2	Understand the composition of construction documents (drawings, specifications and contracts) issued to the general contractor. Understand the sequencing of architectural construction documents as issued to the general contractor.
4344.3	Prepare a basic set of architectural construction documents for a project with emphasis on plans, elevations and sections.
4344.4	Develop and to demonstrate the ability to manage a project and oneself , to be a team player and a team leader. Develop and to demonstrate the ability to solve problems . Develop and to demonstrate the ability to effectively communicate to the project team.

4344.5	Be prepared for future job opportunities after graduation.
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Course Requirements & Evaluation Methods	Points	%	Comments
<p>This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course :</p> <ul style="list-style-type: none"> • Assignments/Papers/Exercises: Written assignments designed to supplement and reinforce course material • Exams: Written tests designed to measure knowledge of presented course material • Projects: Assignments designed to measure ability to apply presented course material • Individual Involvement/Participation: Class attendance and participation in class discussions 			
Course Requirements	Points	%	Comments
A. Team Project	6,000	28%	Distribution As Noted
B. Team Progress Drawings <ol style="list-style-type: none"> 1. Initial Floor plan: 200 points 2. Site and Roof Plans: 200 points 3. Bldg. Elevations: 200 points 4. Bldg. Section: 200 points 5. Identifying Details-Floor Plan: 200 points 6. Identifying Details-Bldg. Section: 200 points 7. Updated Floor Plan: 200 points 8. Typical Detail: 100 points 	1,500	7%	Submission of Progress Drawings is <u>mandatory</u> . Failure to submit will result in lost points and difficulty in completing the final submission for presentation.
C. Team Executive Summaries/Memos <ol style="list-style-type: none"> 1. Project Team Executive Summary: 250 points 2. Engineer/Consultant RFQ Letter 3. Project Code Analysis: 400 points 4. Specification in CSI Format: 250 points 5. Project Delivery Method: 250 points 6. Dimensioning Exercise: 250 points 	1,500	7%	Submission of Executive Summaries and other written documents is <u>mandatory</u> . Failure to submit will result in lost points.
D. Individual Involvement	6,000	28%	(14 classes x 400) +400 growth points
E. Midterm Examination	3,000	14%	
F. Final Examination	3,000	14%	
Total Grade Points Available (A-F)	21,000	100%	
G. Additional Opportunity-Extra Credit	500	2%	Extra Credit (Become member of the PVAMU AIAS, NOMAS, ACCE, or AGC Chapter)
Maximum Points (A-G)	21,500	102%	
Grade Determination:	<p>A = 19,350–21,500 points B = 17,200–19,349 points C = 15,050–17,199 points D = 12,900–15,049 points F = 12,899 points or below</p> <p style="background-color: yellow;">If a student has stopped attending the course (i.e. "stopped out") at any point after the first day of class but did not officially withdraw from the course and has missed assignments and exams and performed below the grade</p>		

level of a D, a grade of FN (failed non-attendance) will be assigned for the final course grade to ensure compliance with the federal Title IV financial aid regulations. In contrast, if the student has completed all assignments and exams, but performed below the grade level of a D, a grade of F will be assigned for the final course grade

Course Procedures

CANVAS	CANVAS is a tool that Prairie View A&M University uses for assessment purposes. One of your assignments may be considered an "artifact," an item of coursework that serves as evidence that course objectives are met. More information will be provided during the semester.
Class Attendance Policy (See Catalog for Full Attendance Policy)	Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or internet. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.
Instructor's Attendance and Participation Policy	<p>Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or internet. Class attendance is recorded on roll sheets that are circulated to record <u>your</u> name and signature. Since attendance is critical to the learning objectives and the class discussions, a <u>400-point involvement grade is awarded for each class period</u>. You start with <u>100 points</u> for attending each class session under the assumption that you have come to learn. However, to gain an understanding of construction materials and installation methods, you must do more than just show up. Attentiveness is important. For example, showing up for class and then reading the newspaper will cause a deduction from your 100 points. Other things that could cause you to lose points would be sleeping in class, working on other assignments in class, being late, being rude or being disruptive. However, if you are attentive during the lectures and discussions, you will be awarded an additional <u>120 points</u> for each class. The <u>remaining 180 points</u> per class are <u>earned</u> by action on your part such as diligently taking notes, finding or sharing your thoughts on the subject being discussed, or asking a thoughtful and appropriate question. These points, plus potential bonus points, could also be earned by writing a one-page reaction paper about the class material or finding an insightful article from the newspaper or an architectural magazine. <u>If you are late to class you are subject to losing all or parts of the 180 participation points</u>. Typical deductions for being late are: <u>Up to 5 minutes: 0 points; from 5 to 10 minutes: 60 points; from 10-15 minutes: 120 points; and over 15 minutes: 180 points</u>.</p> <p>You are <u>not</u> in competition with your fellow classmates for involvement points. Each student can receive 400 points per class session as long as they are legitimately earned. At the end of the semester, the instructor may award a growth grade worth an additional 400 involvement points based upon their overall assessment of your participation, growth and development during the semester. Participation and absences are accumulated beginning with the first day of class on August 23, 2023. If you do not come to class, you may assume that you have received zero (0) points for the class period unless you have a university approved excuse in one of the following classifications:</p> <ol style="list-style-type: none"> 1. Participation in an activity appearing on the University authorized activity list. 2. Death or major illness in a student's immediate family. 3. Illness of a dependent family member. 4. Participation in legal proceedings that requires a student's presence. 5. Religious holy day. 6. Confinement because of illness. 7. Required participation in military duties. <p>If you miss class for one of these reasons, you must provide a memorandum plus supporting</p>

	<p><u>documentation to clear the absence from your record. These documents will be accepted for ONE WEEK AFTER THE ABSENCE HAS OCCURRED. There will be NO exceptions to this rule. This includes student-athletes who are to provide university forms for reporting absences to participate in approved competitions. Emails will not be accepted to clear these absences. After that, the involvement grade stands.</u> If you have another reason other than these seven for being absent, you may submit a memorandum with supporting documentation requesting that the absence be removed from your record for ONE WEEK AFTER THE ABSENCE HAS OCCURRED. There will be NO exceptions to this rule. All requests will be reviewed and approved or disapproved based upon the justification that you provide in your memorandum. While other reasons for being absent are rarely approved; it is understood that you might feel that there is a higher priority that requires you to miss class. In accepting your decision to miss class, you must also be willing to accept the instructor's decision to not award you involvement points for the class or classes that are missed. To assist you in recovering lost points, there is an opportunity to earn up to 500 additional points towards your final grade</p>
<p>Makeup Work for Legitimate Absences</p>	<p>Prairie View A&M University recognizes that there are a variety of legitimate circumstances in which students will miss coursework and that accommodations for makeup work will be made. If a student's absence is excused, the instructor must either provide the student an opportunity to make up any quiz, exam, or other work contributing to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. Students are encouraged to work with instructors to complete makeup work before known scheduled absences (University-sponsored events, administrative proceedings, etc.). Students are responsible for planning their schedules to avoid excessive conflicts with course requirements.</p>
<p>Absence Verification Process</p>	<p>All non-athletic absences (e.g., Medical, Death/Funeral, Court/Legal-related, etc.) for which a student seeks to obtain a valid excuse must be submitted to the Dean of Students/Office of Student Conduct, with supporting documentation, for review and verification. Please use the Online Reporting Forms to access/complete/submit the Request for a University Excused Absence form for an excuse. Upon receipt, a staff member will verify the documentation and provide an official university excuse, if applicable. The student is responsible for providing the official university excuse issued by the Office for Student Conduct to the professor(s). Questions should be directed to the Dean of Students via email: deanofstudents@pvamu.edu or phone: (936) 261-3550 or Office for Student Conduct via email: studentconduct@pvamu.edu or phone: (936) 261-3524</p>
<p>Personal Conduct</p>	<p>Students and faculty are expected to conduct themselves in ways that support individual learning and the learning of others. To that end members of the classroom community will conduct themselves in a professional and ethical manner to achieve these objectives. Any conduct construed to interfere with the learning opportunities of members of the class may result in the removal of the student from the class for that day. Repeated inappropriate conduct will result in permanent removal from the class. Based upon the fact that you are preparing for professional employment, you are expected to adhere to the following specific guidelines:</p> <ol style="list-style-type: none"> 1. <u>During regular class periods all students are expected to dress appropriately</u> in accordance with university regulations so that no disruptions in the learning experience will occur. 2. <u>No hats or caps will be allowed to be worn in the classroom during class sessions.</u> If you elect to wear a hat or cap during the lectures or class discussion, your decision will be respected. However you should also respect the instructor's decision to not award you daily participation points based upon that decision. 3. <u>Dress Code for Presentations:</u> Professional dress is expected for all design and technical presentations in class. Failure to adhere to the guidelines posted by the instructor will result in a deduction of ten percent (10%) from your final presentation score. 4. Students should <u>not be eating food or consuming drinks</u> during the discussion sessions. No food or drink is allowed in the classroom at any time. 5. <u>Cellular telephones are to be turned off or put on silent ring tone</u> during the class period. Texting is strictly prohibited during the class period. No "ear phone" units will be allowed. If your cell phone rings during the lecture or you are texting you are subject to losing all participation point for that class period.

	<p>6. <u>Laptops must emit no noise.</u> Make sure your laptop is warmed up and your battery charged before class starts. A laptop is allowed only for taking notes or accessing relevant course material during the class. Checking email, playing a game, messaging and other non-class related activities are not allowed at any time.</p> <p>7. <u>Harassment</u> of your fellow students of any kind will not be tolerated.</p>
Conduct of the Class and Care of the Facility	<p>Please note the following rules for the conduct of the class.</p> <ol style="list-style-type: none"> 1. <u>Class will begin at the appointed time.</u> 2. <u>Class is dismissed when so indicated by the instructor.</u> Students are expected to be on time and stay throughout the entire class period. Leaving the classroom before the class is dismissed without prior approval from the instructor will result in a loss of participation for that class. 3. All class members are required to <u>keep the classroom in a clean and orderly manner</u> to facilitate the number of students using it each day. Failure to maintain the classroom as requested by the instructor will result in a deduction in participation points for all class members for that date of instruction. 4. <u>Lecture Notes and Handouts</u> will be posted on Canvas or sent to your official university email. Handouts distributed during a class period will not be distributed at any other time. It is the student's responsibility to get a copy from another student or source.
Submission of Assignments:	Assignments are due at the start of the class session. No late work will be accepted without proper documentation.
Formatting Documents:	Microsoft Word is the standard word processing tool used at PVAMU. If you are using other word processors, be sure to save the document in either the Microsoft Word, Rich-Text, or plain text format.
Exam Policy:	Exams and quizzes will be announced online via Canvas as scheduled. Exams should be taken as scheduled. No makeup examinations will be allowed except under documented emergencies (See Student Handbook).
University Rules and Procedures:	
Disability Statement (See Student Handbook):	Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator. Students should also inform the instructor of their need for accommodations immediately at the outset of the course so that a solution designed to being successful in class can be produced.
Academic Misconduct (See Student Planner):	<p>Academic dishonesty is defined as any form of cheating or dishonesty that has the effect or intent of interfering with any academic exercise or fair evaluation of a student's performance. The college faculty can provide additional information, particularly related to a specific course, laboratory, or assignment.</p> <p>You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with the <i>University Administrative Guidelines on Academic Integrity</i>, which can be found on the Academic Integrity webpage. Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the <i>University Administrative Guidelines on Academic Integrity</i>, the University Online Catalog, and the Student Code of Conduct, the following are examples of prohibited conduct. This list is not designed to be all-inclusive or exhaustive. In addition to academic sanctions, any student found to have committed academic misconduct that is also a violation of criminal law may also be subject to disciplinary review and action by the Office of Student Conduct (as outlined in the Student Code of Conduct).</p>
Forms of Academic Dishonesty:	<ol style="list-style-type: none"> 1. <u>Cheating:</u> Deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher.

	<ol style="list-style-type: none"> 2. Plagiarism: Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the Internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks. 3. Collusion: When more than one student or person contributes to a piece of work that is submitted as the work of an individual; 4. Multiple Submission: Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course. 5. Conspiracy: Agreeing with one or more persons to commit an act of academic/scholastic dishonesty. 6. Fabrication of Information/Forgery: Use or submission of contrived, invented, forged, or altered information in any assignment, laboratory exercise, or test; tampering with or production of a counterfeit document, particularly documents which make up the student's academic record. Examples: making up a source or citing nonexistent publication or article; representing made up data as real for an experiment in a science laboratory class; forging a change of grade or student withdrawal record; falsifying any document related to a student academic exercise.
<p>Nonacademic Misconduct:</p>	<p>The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the ability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. The Office of Student Conduct will adjudicate such incidents under nonacademic procedures.</p>
<p>PVAMU's General Statement on the Use of Generative Artificial Intelligence Tools in the Classroom ✓</p>	<p>Generative Artificial Intelligence (GAI), specifically foundational models that can create writing, computer code, and/or images using minimal human prompting, are increasingly becoming pervasive. Even though ChatGPT is one of the most well-known GAIs currently available, this statement includes any and all past, current, and future generations of GAI software. Prairie View A&M University expects that all work produced for a grade in any course, be it face-to-face or virtual, will be the sole product of a student's endeavors to meet those academic goals. However, should an instructor permit their students to use artificial intelligence as a resource or tool, students must not substitute the substance of their original work with the results of using such GAI tools. This clearly violates the University's Administrative Guidelines on Academic Integrity and its underlying academic values.</p>
<p>Sexual Misconduct</p>	<p>Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance (titleixteam@pvamu.edu) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance, or have questions, they may contact the Title IX Coordinator at 936-261-2166 or titleixteam@pvamu.edu. More information can be found at the Title IX Webpage including confidential resources available on campus.</p>
<p>Protections and Accommodations for Pregnancy and Parenting Students</p>	<p>The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex, sexual orientation, and gender identity in education programs or activities that receive federal financial assistance. This protection includes those who may be</p>

	pregnant and parenting. Title IX states: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.” Students seeking accommodations related to pregnancy or parenting should contact the Office of Title IX for information, resources, and support at titleixteam@pvamu.edu . Additional information and/or support may be provided by the Office of Disability Services or the Office of the Dean of Students.
Non-Discrimination Statement	Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity in its programs and activities. The University is committed to supporting students and complying with the Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the non-discrimination policies, and can be reached at Harrington Science Building, Suite 109 or by phone 936-261-1744 or 1792.
Student Academic Appeals Process	Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the University Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint. Students can file Academic Complaints and/or Grade Appeals at this webpage
Student Support and Success:	
John B. Coleman Library	The John B. Coleman Library's mission is to enhance the scholarly pursuit of knowledge, to foster intellectual curiosity, and to promote life-long learning and research through our innovative services, resources, and cultural programs, which support the Prairie View A&M University's global mission of teaching, service, and research. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. Website: https://www.pvamu.edu/library/ ; Phone: 936-261-1500.
Academic Advising Services	Academic Advising Services offers students various services that contribute to student success and lead toward graduation. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students connect to success early in the semester. We help refer students to the appropriate academic support services when they are unsure of the best resource for their needs. Faculty advisors support some students in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors within Academic Advising Services are available to all students. We are located across campus. Find your advisor's location by academic major on the advising website . Phone: 936-261-5911
Writing Center	The Writing Center provides well-trained peer tutors to assist students with writing assignments at any stage of the writing process. Tutors help students with various writing tasks from understanding assignments, brainstorming, drafting, revising, editing, researching, and integrating sources. Students have free access to Grammarly online writing assistance. Grammarly is an automated proofreading and plagiarism detection tool. Students must register for Grammarly by using their student email address. In addition, students have access to face-to-face and virtual tutoring services either asynchronously via email or synchronously via Zoom. Location: J. B. Coleman Library, Rm. 209; Phone: 936-261-3724; Writing Center Website , Grammarly Registration .
The University Tutoring Center	The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. Tutoring and academic support are offered face-to-face in the UTC and virtually in online sessions.

	Other support services available for students include Supplemental Instruction, Study Breaks, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: pvtutoring@pvamu.edu ; University Tutoring Website
Panther Navigate	Panther Navigate is a proactive system of communication and collaboration between faculty, academic advisors, and students that is designed to support student success by promptly identifying issues and allowing for intervention. Panther Navigate helps students by providing a central location to schedule advising appointments, view campus resources, and request assistance. Students who recognize that they have a problem that negatively affects their academic performance or ability to continue school may self-refer an academic early alert. To do so, students will log in to Canvas and click on Student Alerts on the left sidebar within a course. Students also have the option to download the Navigate Student app. Phone: 936-261-5902; Panther Navigate Website
Student Counseling Services	The Student Counseling Services offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and assists students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Hobart Taylor, 2nd floor; Phone: 936-261-3564; Health & Counseling Center Website
Office of Testing Services	The Office of Testing Services serves to facilitate and protect the administration of educational and professional exams to aid students, faculty, staff, and the community in their academic and career goals. We provide proctoring services for individuals who need to take exams for distance or correspondence courses for another institution, exams for independent study courses, or make-up exams. In order for a proctored exam to be administered by our office, the instructor of the course must first submit the online PVAMU Testing Services – Test Proctoring Form (this form can only be completed by the instructor) to the Office of Testing Services 72 hours prior to the first exam being administered. Once the Test Proctoring Form has been submitted, the instructor will inform their testers so they can then register for an appointment with our office on one of the selected proctored exam test dates within the testing window for the exam and pay the applicable fees. To access the OTS – Test Proctoring Form, to schedule a proctored exam appointment, or to find more information about our proctoring services, please visit the OTS – Proctoring Service website . Location: Wilhelmina Delco, 3rd Floor, Rm. 305; Phone: 936-261-3627; Email: aetesting@pvamu.edu ; Testing Website
Office of Diagnostic Testing and Disability Services	The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, contact the Office of Disability Services. As a federally mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring non-standardized test administrations, ASL interpreters, ALDs, digital recorders, Livescribe, and a comprehensive referral network across campus and the broader community. Location: Hobart Taylor, Rm. 1D128; Phone: 936-261-3583; Disability Services Website
Center for Instructional Innovation and Technology Services (CIITS)	Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend classes in the traditional manner. CIITS supports student learning through online, hybrid, web-assist, and 2-way video course delivery. For more details and contact information, visit CIITS Student Website . Phone: 936-261-3283 or email: ciits@pvamu.edu .
Veteran Affairs	Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563; Website:

	https://www.pvamu.edu/sa/departments/veteranaffairs/
Office for Student Engagement	The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; Website: Office for Student Engagement .
Center for Careers & Professional Development	This center supports students through professional development, career readiness, and placement and employment assistance. The center provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the center website for information regarding services provided. Location: Anderson Hall, 2nd floor; Phone: 936-261-3570; Center for Careers & Professional Development Website
COVID-19 Campus Safety Measures	In accordance with the latest guidelines from the PVAMU Health Services, the following measures are in effect until further notice. <ul style="list-style-type: none"> • Students who are ill will be asked to adhere to best practices in public health, such as masking, handwashing, and social distancing, to help reduce the spread of illness across campus. • Mandatory self-reporting will no longer be required by students. Students will be responsible for communicating with their professors regarding COVID, similarly to any other illness. • There will be no mandatory isolation. Students who are too ill to engage in classroom activities will be responsible for securing the appropriate documentation to support the absence. • Students who self-isolate will be responsible for communicating with their professors and securing an excuse from Student Conduct. • All students will have access to TimelyCare, a telehealth platform that provides virtual medical care 24/7 and by appointment in the Student Health Clinic. Students are encouraged to enroll with TimelyCare at the beginning of the semester, at timelycare.com/pvamu. • Students will have access to COVID testing in the Student Health Clinic by appointment. Testing is for students who are symptomatic ONLY.
Technical Considerations for Online and Web-Assist Courses:	
Minimum Hardware and Software Requirements	<p>Minimum Recommended Hardware and Software:</p> <ul style="list-style-type: none"> • Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra* • Smartphone or iPad/Tablet with Wi-Fi* • High speed Internet access • 8 GB Memory • Hard drive with 320 GB storage space • 15" monitor, 1024x768, color or 16 bit • Sound card w/speakers (internal or external) • Microphone and recording software • Keyboard & mouse • Most current version of Google Chrome, Safari or Firefox <p>Note: Be sure to enable Java & pop-ups in the Web browser preferences</p> <p>* Some courses may require remote proctoring. At this time only Chromebooks, laptops, and desktops running Windows or Mac work with our proctoring solution, but iPads are not compatible. Most other applications will work with Android or Apple tablets and smartphones.</p> <p>Participants should have a basic proficiency of the following computer skills:</p>

	<ul style="list-style-type: none"> • Sending and receiving emails • A working knowledge of the Internet • Microsoft Word (or a program convertible to Word) • Acrobat PDF Reader • Windows or Mac OS • Video conferencing software (Zoom)
Netiquette (online etiquette):	<p>Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating to others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you.” Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and the message might be taken seriously or sound offensive.</p>
Video Conferencing Etiquette	<p>When using Zoom, WebEx or other video conferencing tools, confirm the visible area is tidy, clear of background clutter, inappropriate or offensive posters, and other distractions. Ensure you dress appropriately and avoid using high traffic or noisy areas. Stay muted when you are not speaking and avoid eating/drinking during session. Before class session begins, test audio, video and lighting to alleviate technology issues.</p> <p>Students are expected to participate in all discussions and virtual classroom chats when directed to do so. Students are to be respectful and courteous to others in the discussions. Foul or abusive language will not be tolerated. When referring to information from books, websites or articles, please use APA standards to reference sources.</p> <p>During the first week of class each student will be required to acknowledge by replying to a Posting stating that you have reviewed and understand the following Online Netiquette Policy for the course.</p> <ol style="list-style-type: none"> 1. Discussion/Zoom / Webcam Behavior When in a Zoom meeting or utilizing your webcam, be sure to act and dress as professionally as you can. You should look the same as you would if we were meeting face-to-face in the instructor’s office or in class. You should be sitting up in a chair and not laying down. Consider how you might look if you were going to be interviewed for a job via Zoom. If you feel as though your behavior or appearance would reflect negatively on you during that situation you are advised against it. You should also try to keep your physical environment where you are working on the class to be as quiet as possible. If there is a television or loud music playing in the background try to limit it, as it can inhibit your ability to be easily heard and understood. <ul style="list-style-type: none"> <input type="checkbox"/> Be properly dressed- hair bonnets, caps, pajamas, etc., will not be acceptable when attending class and participating in the discussions. <input type="checkbox"/> Be punctual <input type="checkbox"/> Be kind to each other <input type="checkbox"/> Please mute microphones when lecture is in session <input type="checkbox"/> Have fun! 2. When posting discussions or e-mailing one another, please be respectful of what you write. Inappropriate language will not be tolerated, and the instructor has the right to determine what is inappropriate. Disrespectful students are subject to discipline or dismissal from the online learning platform for this course. All activities in the classroom will follow standards set in the Student Handbook 3. When creating/posting images do NOT use graphics that have sexual, political or religious implications. If you are unsure if you are unsure if a certain graphic is appropriate, email your instructor privately. 4. Address your peer or instructor with their names for each post or email 5. Do not use ALL CAPS for postings or unnecessary exclamation marks, and not use text messaging-style for official assignment postings & email to the instructor. Caps where appropriate, example proper nouns and at the beginning of each sentence. 6. When posting critiques, try to be positive with your remarks, at the same time well-seasoned with ideas and comments how your peers can improve their work. 7. This course requires that you give support and feedback to your classmate’s works. If you see that someone does not have any comments made, please review your classmate’s works by posting feedback.

	<p>8. Aim at getting your discussion assignments & projects in early. (The instructor permits revisions for better grades, most important personal enrichment and improvement if assignment is posted before the due date.) Late assignments or discussions can slow the class down and will not benefit you as the learner.</p> <p>9. Include references with your answers when it is cited from. Do not violate copyright laws.</p> <p>10. Respect examples of Students Works posted online. They are posted as a guide.</p>
<p>Communication Expectations and Standards</p>	<p>Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.</p>
<p>Discussion Requirement</p>	<p>Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can occur in a seminar fashion. The use of the discussion board will accomplish this. The instructor will determine the exact use of discussion boards.</p> <p>It is strongly suggested that students type their discussion postings in a word processing application such as Word and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, copy and paste to the discussion board.</p>
<p>Technical Support:</p>	<p>Students should go to the Password Reset Tool if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Center for Instructional Innovation and Technology Services (CIITS) at 936-261-3283 or email ciits@pvamu.edu.</p>
<p>Submission of Assignments-On Line: Edit to fit your course. ↻</p>	<p>Assignments, Papers, Exercises, and Projects will be distributed and submitted through your online course. Directions for accessing your online course will be provided. Additional assistance can be obtained from the Office of Distance Learning.</p> <p>ASSIGNMENTS are due at the start of the class session. No late work will be accepted without proper documentation.</p> <p>All DISCUSSION FORUMS have two due dates. The first one is the deadline to post your substantive post (without losing credit), and the second one is to finish up with your responses. This is designed to allow ample time after everyone has answered the question for class discussion. Be sure to check the due dates on the assignment and schedule documents for each module.</p> <p>Last-minute posts that do not provide time for other students to respond will not be counted as ‘substantial’ replies. This is the same as shouting as a response as you walk out of a room. Your substantive replies should be posted in time for others to respond. The final due date of the discussion is for finishing up the discussion. If you have questions about this, don’t hesitate to post in the class FAQ forum.</p>
<p>Grade and Evaluation Edit to fit your course. ↻</p>	<p>Grades for assignments, submissions, and exams will be posted within ten (10) business days from the due date. You will be notified if those circumstances change. Responses will usually provide a grade and written feedback as well.</p> <p>Emails will be responded to via email within 72 hours Monday-Friday before 5:00 PM. There will not be a response to emails asking about the class discussion (check your weekly schedule).</p> <p>Please send all correspondences to the instructor’s Canvas portal. Do not send any course materials, assignments, questions, or any email(s) to the instructor’s PV’s webmail Outlook account. This method will allow the instructor to track you and all correspondences to better serve your needs in a timely manner.</p>

ACCREDITATION/ASSESSMENT CRITERIA Table No. 1-NAAB CRITERIA

This course is structured to assist the student meet the following criteria shown in Table No. 1 as established

by the National Architectural Accreditation Board (NAAB). To view the entire list and obtain guidance, go to the NAAB website, www.naab.org and access "NAAB 2020 Conditions for Accreditation."

Performance Criteria:	Skill <input checked="" type="checkbox"/>	Understanding <input checked="" type="checkbox"/>	Course Learning Outcomes Competencies (T, R, I)		
			T Taught	R Reinforced	I Utilized/ Integrated
STUDENT CRITERIA 1: Health, Safety and Welfare in the Built Environment (Understanding Level)					
1.A. Impact of Built Environment on Human Health					
1.B. Impact of Built Environment on Safety		<input checked="" type="checkbox"/>	T	R	
1.C. Impact of Built Environment on Welfare at Scales, from Building to Cities					
STUDENT CRITERIA 2: Professional Practice (Understanding Level)					
2.A. Professional Ethics					
2.B. Regulatory Requirements		<input checked="" type="checkbox"/>	T		
2.C. Fundamental Business Processes					
2.D. Forces Influencing Changes on Ethics, Regulatory Requirements, and Business Processes		<input checked="" type="checkbox"/>	T		
STUDENT CRITERIA 3: Regulatory Context (Understanding Level)					
3.A. Life Safety		<input checked="" type="checkbox"/>	T		
3.B. Land Use					
3.C. Current Laws and Regulations		<input checked="" type="checkbox"/>	T	R	
3.D. Evaluative Process Used to Comply with Current Laws and Regulations		<input checked="" type="checkbox"/>	T	R	
STUDENT CRITERIA 4: Technical Knowledge (Understanding Level)					
4.A. Emerging Systems of Building Construction					
4.B. Emerging Technology of Building Construction		<input checked="" type="checkbox"/>	T		I
4.C. Emerging Assemblies of Building Construction					
4.D. Methods and Criteria to Assess Use of Assemblies of Building Construction		<input checked="" type="checkbox"/>			
STUDENT CRITERIA 5: Design Synthesis (Skill Level)					
5.A. Make Design Decisions within Architectural Projects					
5.B. Demonstrate Synthesis of Use Requirements					
5.C. Demonstrate Synthesis of Regulatory Requirements		<input checked="" type="checkbox"/>		R	
5.D. Demonstrate Synthesis of Site Conditions					
5.E. Demonstrate Synthesis of Accessible Design		<input checked="" type="checkbox"/>		R	
5.F. Measurable Environmental Impacts on Design					
STUDENT CRITERIA 6: Building Integration (Skill Level)					
6.A. Demonstrate Integration of Building Envelope Systems					
6.B. Demonstrate Integration of Building Assemblies				R	I
6.C. Demonstrate Integration of Structural Systems					
6.D. Demonstrate Integration of Environmental Controls					
6.E. Demonstrate Integration of Life Safety		<input checked="" type="checkbox"/>		R	
6.F. Measurable Outcomes of Building Performance					









ACCREDITATION/ASSESSMENT CRITERIA TABLE No. 2: ACCE CRITERIA


This course is structured to assist the student meet the following criteria shown in **Table No. 2** as established by the American Council for Construction Education (ACCE) *Standards and Criteria for Accreditation*. To view the entire list, go to the ACCE website, www.acce-hq.org and view the "Accreditation Procedures."










Course Learning Outcomes:	Competencies (T, R, I)			ACCE
	T Taught	R Reinforced	I Utilized/ Integrated	A Assessed
1. Create written communications appropriate to the construction discipline.			I	
2. Create oral presentations appropriate to the construction discipline	T		I	
3. Create a construction project safety plan				
4. Create construction project cost estimates				
5. Create construction project schedules			I	
6. Analyze professional decisions based on ethical principles .				
7. Analyze construction documents for planning and management of construction processes.	T			
8. Analyze methods, materials, and equipment used to construct projects.	T	R		
9. Apply construction management skills as a member of a multidisciplinary team .			I	
10. Apply electronic-based technology to manage the construction process.		R	I	
11. Apply basic surveying techniques for construction layout and control.				
12. Understand different methods of project delivery and the roles and responsibilities of all constituencies involved in the design and construction process.	T			
13. Understand construction risk management .				
14. Understand construction accounting and cost control				
15. Understand construction quality assurance and control .	T			
16. Understand construction project control processes.				
17. Understand the legal implications of contract, common, and regulatory law to manage a construction project.	T			
18. Understand the basic principles of sustainable construction .				
19. Understand the basic principles of structural behavior .		R		
20. Understand the basic principles of mechanical, electrical and piping systems.	T			



COURSE OUTLINE: EVENT AND LECTURE SCHEDULE

This schedule is subject to change as the semester proceeds in order to cover the most important material in the time allotted. Any revisions will be duly noted and announced in class. All referenced readings are taken from the required text.











	Registration/Assembly Dates		Dates exam scores will be posted
	Key Dates		Holidays
	Graduation Applications		Guest lectures
	Dates for Exams		Project Team Workshop















Week # and Class#	Date	Topics and Assignments
 University Events:	August 21, 2023 [Monday]	TUITION AND FEES PAYMENT DUE DATE @ 5:00 PM
	August 21-28, 2023	LATE REGISTRATION/ADD-DROP COURSE PERIOD (Fee: \$50.00)
	August 21-August 30, 2023	Attendance Reporting Period (NS/SH) Students who do not attend class during this period will have their courses removed and financial aid reduced or cancelled.
Week No. 1	August 23, 2023 [Wednesday]	<p>Lecture Segment No. 1: Course Introduction and the Class Project Teams</p> <ul style="list-style-type: none"> Getting to know the instructor and class members. <p>The Course Syllabus:</p> <ul style="list-style-type: none"> Class objectives, assignments and grading policies. <p>Assignments:</p> <ul style="list-style-type: none"> The class will be divided into teams consisting of 4 to 6 students functioning as regional offices for the architectural firm "Production Studio 2023." Each office selects a prior design studio project and decides on a proposed city and site location. ☺ Once approved the team will prepare construction documents to be completed and submitted the final week of classes. Appoint one team member as Project Manager. ☺ Each student must complete the Course Syllabus Statement of Agreement. Due: Class No. 2. Each team prepares an Executive Summary about their office team and the project selected. Due: Class No. 3. <i>(The Executive Summary format/template will be posted on the e-Course website or sent to the Project Manager via email.)</i>
Week No. 2	August 30, 2023 [Wednesday]	<p>Lecture Segment No. 2: The History, BIM, and the Future of Construction Documents</p> <ul style="list-style-type: none"> The Context for Working Drawings The Importance and Implications of Building Information Modeling (BIM) on the Industry <p>Assignments:</p>

		<ul style="list-style-type: none"> Read article: Your Grandfather's Working Drawings, Texas Architect, 2008.
 University Events:	September 1, 2023 [Friday]	Financial Aid Refunds Begin
	September 4, 2023 [Monday]	LABOR DAY HOLIDAY (University Closed)
Week No. 3	September 6, 2023 [Wednesday]	Lecture Segment No. 3: Planning and Production of Drawings <ul style="list-style-type: none"> Production Management and Planning Importance of Mock-Up Sets and How to Prepare One Exchanging Data, Collaboration, Project Websites Assignments: <ul style="list-style-type: none"> Read article: Drawing the Line: Why the Architect's Documents Alone Are Insufficient for Construction, Texas Architect, 2005. Read: Chapter 1 (pgs. 39-41). Prepare a memo or letter to your client on the recommended Project Delivery Method and General Contractor selection process. Due: Class #6. ☺
 University Events:	September 6, 2023 [Wednesday]	 CENSUS DATE (12TH CLASS DAY) FINAL DAY TO DROP/WITHDRAW FROM COURSE(S) WITHOUT ACADEMIC RECORD
	September 7, 2023 [Thursday]	WITHDRAW FROM COURSE(S) WITH ACADEMIC RECORD ("W"0 BEGINS)
	September 12, 2023 [Tuesday]	DROP FOR NON-PAYMENT OF TUITION AND FEES @ 5:00 PM
Week No. 4	September 13, 2023 [Wednesday]	Lecture Segment No. 4: Elements of Construction Drawings, Sequence, Format and Type of Drawings <ul style="list-style-type: none"> Plans: Site and Floor, Roof and Reflected Ceiling Requirements for Final Construction Document set. Format and requirements for Final Project Presentation. Assignments: <ul style="list-style-type: none"> Read: Chapters 2 (pgs. 48-65), Chapter 3 (pgs. 67-103), and Chapter 6 (pgs. 163-206). Begin working on CD set concentrating on creating basic plans (site plan and floor plan/s). Read: Chapter 8 (pgs. 227-257), Chapter 9 (pgs. 259-290), Chapter 10 (pgs. 291-322) and Chapter 14 (pgs. 385-417). Continue work on CD set concentrating site plan and floor plans. Begin working on roof plan.
	September 13, 2023 [Wednesday] 9:00 am-4:00 pm	PVAMU Architecture + Construction Science Career Fair  
	September 18, 2023 [Monday]	 FINAL DAY TO DROP/WITHDRAW FROM COURSE

WITHOUT ACADEMIC RECORD		
	September 18, 2023 [Monday]	CENSUS DATE (20th Class Day)
	September 19, 2023 [Tuesday]	WITHDRAWAL FROM COURSES “WITH ACADEMIC RECORD” (W) BEGINS.
Week No. 5	September 20, 2023 [Wednesday]	<p>Lecture Segment No. 5: Project Phases, Project Teams, and Project Delivery</p> <ul style="list-style-type: none"> ▪ Project Phases: SD/DD/CD/BN/CA: Terms you should know! ▪ The Importance and Implications of Construction Documents <ul style="list-style-type: none"> ▫ General Information: Arrangement, Symbols, etc. ▫ Order and Sequence of Information ▪ The Role of the Owner/Architect/Contractor ▪ The Roles of Engineers and Consultants <ul style="list-style-type: none"> ▫ Qualifications ▫ Interviews and Hiring Decisions ▫ Contractual Relations ▪ Civil Engineering ▪ Structural Engineering ▪ Mechanical/Electrical/Plumbing Engineering <p>Assignments:</p> <ul style="list-style-type: none"> ▪ Submit an initial floor plan at with room names, room numbers, and column grid lines. Due: Class #7 ▪ Room Finishes, Doors and Windows
Week No. 6	September 27, 2023 [Wednesday]	<p>Lecture Segment No. 6: Symbols, Annotations, and Drafting Conventions</p> <ul style="list-style-type: none"> ▪ CSI Uniform Drawing System ▪ Drawing Annotations, Abbreviations, Symbols, etc. ▪ Exterior and Interior Elevations ▪ Exterior Envelope Assemblies ▪ Cross-referencing to Elevations and Plans <p>Assignments:</p> <ul style="list-style-type: none"> ▪ Read: Chapters 13 (pgs. 357-383); and 15 (pgs. 419-435). ▪ Read: <u>Architect’s Ready To Fix Glaring Error</u>, Dallas Morning News, December 5, 2004. ▪ Read: Chapter 12 (pgs. 337-356). ▪ Continue work on CD set developing elevations, building sections and a typical wall section. ▪ Submit a progress print of your building elevations with construction notes. Due: Class #10. ☹ ▪ Submit a progress print of your building section with construction notes. Due Class #11.
Week No. 7	October 4, 2023 [Wednesday]	<p>Lecture Segment No. 7: Dimensions, Controls, and Schedules</p> <ul style="list-style-type: none"> ▪ From large to small. ▪ Special situations. <p>Assignments:</p> <ul style="list-style-type: none"> ▪ Continue working on CD set concentrating on dimensioning. ▪ Read: Chapter 11 (pgs. 323-336). <p>Identify special dimensional control conditions of your project. Discuss in class how you will solve them.</p> <p>Assignments:</p> <ul style="list-style-type: none"> ▪ Read: Chapter 16 (pgs. 437-479). ▪ Submit a print of your floor plan/s identifying all details you

think would be needed for a full CD set. Due: Class #10.

	Week No. 8 October 11, 2023 [Wednesday]	ARCH4344 MID-TERM EXAMINATION
	October 12-14, 2023 [Thursday – Saturday]	MID-SEMESTER EXAMINATION PERIOD
 University Event:	October 16, 2023 [Monday]	 1 STUDENT AND FACULTY NON-CLASS DAY
Week No. 9	October 18, 2023 [Wednesdays]	Lecture Segment No. 9: Contract Conditions and Specifications <ul style="list-style-type: none"> General Conditions and Supplemental Conditions CSI Specifications Format Assignment: <ul style="list-style-type: none"> Identify all CSI sections that your team thinks will be needed for your project. Submit an Executive Summary with the list for approval. Due: Class No.11. Submit an updated floor plan showing all symbols, dimensions and references for review. Due: Class No.13. Submit your site plan and roof plan. Due: Class No.11. Read: <u>Speaking of Recommendations</u>, Texas Society of Architects, CHECKSET, August 2002.☺
	October 18, 2023 [Wednesday]	MID-TERM GRADES DUE
Week No. 10	October 25, 2023 [Wednesday]	Lecture Segment No. 10: Careers and Registration <ul style="list-style-type: none"> Career Opportunities and Prospects Resume Preparation Job Interview Techniques.☺ <p>Submit one typical detail drawn and referenced to your floor plan. Due: Class #11.</p>
 University Events:	October 26, 2023 [Thursday]	 NOTE! FINAL DAY TO APPLY FOR FALL 2023 GRADUATION (Ceremony Participation and Name Listed In Program)
	October 27, 2023 [Friday]	 BEGIN APPLICATION FOR FALL 2023 GRADUATION DEGREE CONFERRAL ONLY (No Ceremony Participation and/or Name Listed In Program)
 University Events:	October 30, 2023 [Monday]	 FINAL DAY TO WITHDRAW FROM COURSES WITH ACADEMIC RECORD ("W") ENDS
Week No. 11	November 1, 2023 [Wednesday]	Lecture Segment No. 11: Building Codes and Constraints <ul style="list-style-type: none"> Planning and Zoning Building and Energy Handicapped Assignments: <ul style="list-style-type: none"> Read: Chapter 1 (pgs. 11-22), and Chapter 4 (pgs. 105-134).☺

 University Events:	November 6, 2023 [Monday]	 Priority Registration Period for continuing students for Spring Semester 2023 including December/January Mini-Mester. (Special Populations)
	November 7, 2023 [Tuesday]	 Priority Registration Period for continuing students for Spring Semester 2023 including December/January Mini-Mester. (Masters and Seniors)
	November 8, 2023 [Wednesday]	 Priority Registration Period for continuing students for Spring Semester 2023 including December/January Mini-Mester. (Juniors)
Week No. 12	November 8, 2023 [Wednesday]	Lecture Segment No. 12: Construction Administration <ul style="list-style-type: none"> ▪ Logistics and Construction Schedules ▪ Shop Drawings and Submittals Assignments:
 University Events:	November 9, 2023 [Thursday]	 Priority Registration Period for continuing students for Spring Semester 2023 including December/January Mini-Mester. (Sophomores)
	November 10, 2023 [Friday]	 Priority Registration Period for continuing students for Spring Semester 2023 including December/January Mini-Mester. (Freshmen)
Week No. 13	November 15, 2023 [Wednesday]	Lecture Segment #13: The Future of the Profession <ul style="list-style-type: none"> ▪ Errors and Omissions/Insurance ▪ Continuing Education ▪ Overseas Practices
Week No. 14	November 22, 2023 [Wednesday]	PROJECT PRESENTATIONS
	November 23-25, 2023 [Thursday-Saturday]	THANKSGIVING HOLIDAY (UNIVERSITY CLOSED)
Week No. 15 	November 29, 2023 [Wednesday]	CLASS REVIEW DAY/FINAL DAY OF CLASS FOR FALL SEMESTER: Classes must convene and instructors will prepare students for Final Exams. ALL STUDENTS MUST BE PRESENT!
 University Events:	November 28, 2023 [Tuesday]	 Last day of class for Fall Semester 2023!  Last Day to Withdraw from a Course or the University (“W”) for the Fall Semester 2023
	November 29, 2023 [Wednesday]	 Study Day (No classes in Session)
	November 30 - December 6, 2023 [Thursday-Wednesday]	 FINAL EXAMINATION PERIOD

	December 2, 2023 [Friday]	 FALL 2023 GRADUATION: Final Day to Apply for Graduation-Degree Conferral Only. (NO ceremony participation or name listed in program.)
	December 6, 2023 [Wednesday]	FINAL EXAMINATION
	December 7, 2023 [Thursday]	FINAL GRADES FOR GRADUATION CANDIDATES DUE BY 12:00 PM!!!
	December 9, 2023 [Saturday]	COMMENCEMENT
	December 12, 2023 [Tuesday]	FINAL GRADES DUE FOR ALL STUDENTS BY 11:59 PM

In order to assure that you have read over this entire document you are required to sign the Statement of Agreement on the final page of the syllabus and return it at the start of second class period. This will be our contract that you have read over the entire syllabus and that you understand what is expected of you in this class.

STATEMENT OF AGREEMENT

I have read the Course Syllabus for **ARCH 4344** for the Fall Semester 2023, including the Class Lecture and Event Schedule, and agree to abide by the conditions for the class as spelled out in this document. My signature indicates my personal commitment to meeting the course objectives and succeeding in this educational endeavor.

Signature-Student

Student name (Please print neatly)

Student ID #

Date

Signature-Instructor

Instructors name

Date

RETURN THIS PAGE FROM THE SYLLABUS TO THE INSTRUCTOR TO COMPLETE YOUR ENROLLMENT IN THIS COURSE.

RECEIVED WITH STUDENT'S SIGNATURE: _____

ENTERED INTO GRADE BOOK: _____
