ENGR 1304.01E Computer Aided Design (CAD)
COURSE SYLLABUS: FALL 2025
(WEDNESDAYS)

INSTRUCTOR INFORMATION

Instructor: Ray Soles, Adjunct Professor
Office Location: Charles J. Austin Engineering & Technology Building
Office Hours: By appointment.
Office Phone: 940-390-9453
Office Fax: 903-886-5960
University Email Address: Ray.Soles@etamu.edu
Preferred Form of Communication: Email
Communication Response Time: Max 48 hours

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required
Tutorial Guide to AutoCAD 2025, Shawna Lockhart, ISBN 978-1-63057-667-7

Course Description
ENGR 1304 – Computer Aided Design (CAD). This is an introductory course in computer-aided drafting/ design. Students will be taught basic CAD commands, tools, multi-view drawing and dimensioning techniques. This course is three (3) Credit Hours.

Student Learning Outcomes
1. Demonstrate basic concepts of the AutoCAD software.
2. Apply basic concepts to develop construction (drawing) techniques.
3. Ability to manipulate drawings through editing and plotting techniques.
4. Understanding geometric construction.

5. Produce template drawings.
6. Produce 2D Orthographic Projections.
7. Understand and demonstrate dimensioning concepts and techniques.
8. Understand Section and Auxiliary Views.
9. Become familiar with the use of Blocks and Design Center.
10. Become familiar with Solid Modeling concepts and techniques.

COURSE REQUIREMENTS

Minimal Technical Skills Needed
Using the learning management system (LMS).

Instructional Methods
This course will be taught face-to-face during the scheduled course time. All assignments, quizzes, and exams will be completed or submitted using the course LMS. The assignments will coincide with the tutorials covered in the lecture. Further details will be given with each of the assignments during scheduled course time.

Student Responsibilities or Tips for Success in the Course
The student has the responsibility to arrive on time, ready to work this includes having material to take notes from the lectures.

GRADING

Final grades in this course will be based on the following scale:

Assignments	250 pts.
Quizzes	80 pts.
Exam 1	35 pts.
Exam 2	35 pts.
Project	50 pts.
Total points possible for semester	**450 pts.**

405 to 450 points = A
360 to 404 points = B
315 to 359 points = C
270 to 314 points = D
< 270 points = F

ASSESSMENTS

Assignment 1	25 pts	Quiz 1	10 pts	Exam 1	35 pts
Assignment 2	25 pts	Quiz 2	10 pts	Exam 2	35 pts
Assignment 3	25 pts	Quiz 3	10 pts	Project	50 pts
Assignment 4	25 pts	Quiz 4	10 pts		
Assignment 5	25 pts	Quiz 5	10 pts		
Assignment 6	25 pts	Quiz 6	10 pts		
Assignment 7	50 pts	Quiz 7	10 pts		
Assignment 8	50 pts	Quiz 8	10 pts		

Assessment	**Student Learning Outcomes (SLO)**
Assignment 1	1,2
Assignment 2	3
Assignment 3	9
Assignment 4	7
Assignment 5	4
Assignment 6	5
Assignment 7	6,8
Assignment 8	10

TECHNOLOGY REQUIREMENTS

LMS
All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements

LMS Browser Support:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool
https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu**.**

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a ETAMU campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:
https://community.brightspace.com/support/s/contactsupport

Interaction with Instructor Statement

This is a face-to-face course. Please ask questions in class, feel free to schedule an appointment. If you need to contact and cannot make it to my office hours, please contact me via email.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Attendance is taken at the beginning of every scheduled course time.
Late work **WILL NOT** be accepted.
There is **NO** Extra Credit.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.
https://inside.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf.

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:
https://www.britannica.com/topic/netiquette

ETAMU Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedures 13.99.99.R0.01
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:
Undergraduate Academic Dishonesty 13.99.99.R0.03
Undergraduate Student Academic Dishonesty Form

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf

Graduate Students Academic Integrity Policy and Form
Graduate Student Academic Dishonesty Form
https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10.pdf

Students with Disabilities-- ADA Statement
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 reasonable accommodation of their disabilities. If you have a disability requiring accommodation, please contact:

Office of Student Disability Resources and Services
East Texas A&M University
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu
Website: Student Disability Services
https://www.tamuc.edu/student-disability-services/

Nondiscrimination Notice
East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement
Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of

Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.
For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf
Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

A&M-Commerce Supports Students' Mental Health
The Counseling Center at East Texas A&M, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit **www.tamuc.edu/counsel**

Mental Health and Well-Being
The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.
http://telusproduction.com/app/5108.html

AI use policy
East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.
Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism). Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors 'guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.
13.99.99.R0.03 Undergraduate Academic Dishonesty
13.99.99.R0.10 Graduate Student Academic Dishonesty

Department or Accrediting Agency Required Content
COURSE OUTLINE / CALENDAR

Week 1	Review objectives, syllabus, etc. Become familiar with MyLeo and D2L
Week 2	*LECTURE – Chapter 1 and Chapter 2* Lecture on basic concepts of AutoCAD tools. (AutoCAD Ribbons / AutoCAD set-up) *LAB* Work on Assignment 1, Assignment 1 Due
Week 3	*LECTURE – Chapter 3* Lecture on basic tools of AutoCAD. (Draw) *LAB* Quiz-1, Work on Assignment 2, Assignment 2 Due
Week 4	*LECTURE – Chapter 10* Lecture on basic tools of AutoCAD. (Draw and Modify) *LAB* Quiz-2, Work on Assignment 3, Assignment 3 Due
Week 5	*LECTURE – Chapter 7 and Chapter 8* Lecture on basic tools of AutoCAD. (Draw and Modify) *LAB* Quiz-3, Work on Assignment 4, Assignment 4 Due
Week 6	*LECTURE – Chapter 4* Lecture on basic tools of AutoCAD. (Draw and Modify) *LAB* Quiz-4, Work on Assignment 5, Assignment 5 Due
Week 7	*LECTURE – Chapter 5* Lecture on basic tools of AutoCAD. (Draw, Dimension, and Modify) *LAB* Quiz-5, Work on Assignment 6, Assignment 6 Due

Week 8	Exam-1
Week 9	*LECTURE – Chapter 6 and Chapter 9* Lecture on basic tools of AutoCAD. (Draw, Dimension, and Modify) *LAB* Quiz-6, Work on Assignment 7
Week 10	*Review of Chapter 6 and Chapter 9* Basic tools of AutoCAD. (Draw, Dimension, and Modify) *LAB* Work on Assignment 7, Assignment 7 Due
Week 11	*LECTURE – Chapter 11* Lecture intermediate concepts & techniques of AutoCAD tools. (Orthographic Projection) *LAB* Quiz-7, Work on Assignment 8
Week 12	*Review Chapter 11* Intermediate concepts & techniques of AutoCAD tools. (Orthographic Projection) *LAB* Work on Assignment 8, Assignment 8 Due
Week 13	Quiz-8, Work on Project (instructions will be provided)
Week 14	**<<Thanksgiving Break>>**
Week 15	Work on Project, Project Due
Week 16	Exam-2 (Final)

The *syllabus/schedule are subject to change.*