



The Williamsburg High School for Architecture and Design

Gill Cornell, Principal
Mr. Codio, Teacher

1. Course Information: Advance AutoCAD (MKS11T)

(MKS11T) is dedicated to developing the inner talents of each student. From the beginning until the end of the school year, each senior will work in a job like environment. They will learn how to work in groups ranging from two to four, depending on the job/project that they have to complete. As the school year progresses they will develop proper work ethics. The students will understand the roles of each individual in an architectural, designing, and engineering firm. They will understand how each role serves as an individual piece in the building blocks of the firm. Rather it is a drafter, designer, programmer, or even a manager, each role is just as important as the next. Students will start begin to challenge their building designs when it comes to form and function. Each senior will visit various architectural colleges to see what to be expect freshman year in college.

2. Rules:

Classroom Rules:

01. Students are to enter the **AutoCAD Lab / Drafting Room** in a quiet and orderly manner.
02. Students may enter the **AutoCAD Lab / Drafting Room** only when the instructor is **present**
03. **Horseplay** and / or **fooling around** will not be tolerated; this will result in a **ban** from the **AutoCAD Lab / Drafting Room** indefinitely
04. Students are not to touch any of the equipment or tools **unless directed** to do so
05. Students found **using** the equipment in ways other than instructed will have their **AutoCAD Lab / Drafting Room** privileges revoked
06. Students are not to **damage** or by their actions, cause **damage** to the equipment at any time
07. Any student found **producing working (jobs)** other than **instructed** will have their **AutoCAD Lab / Drafting Room** privileges revoked
08. **Food, Gum, Candy, Beverages** of any kind are not **permitted** in the **AutoCAD Lab / Drafting Room**
09. Any student found to have committed **intentional** damage (**vandalism**) to any of the equipment will be **monetarily** responsible for the damaged equipment. The student will also be sent to the Dean's Office for disciplinary actions
10. Students who have their **AutoCAD Lab / Drafting Room** privileges revoked are **jeopardizing** their ability to meet the course requirements
11. Students must have their **I.D.'s** at all times while in the room. As per school policy students who do not follow this rule will be sent to the Dean's Office

12. **Cell Phones**, and any other type of communication devices are **not** allowed in the **AutoCAD Lab / Drafting Room**
13. **Music electronic** devices are not allowed in **AutoCAD Lab / Drafting Room**
14. **Gaming electronic** devices are also prohibited in the **AutoCAD Lab / Drafting Room**
15. **Parents /Guardians are required to attend a minimum of two workshop classes with their child; failure to do so may impact their child’s portfolio grade.**

Notebook and Pen/Pencil:

Keeping an organized notebook is an essential part of success in school. It will provide continuity for the class and aid you in studying for exams and presentations. You must have a notebook or binder and a pen/pencil everyday. You must also have a large two pocket folder/binder for handouts. You will often need to refer back to work that has already been covered, if you do not take adequate notes and maintain handouts you will not be able to accomplish this review.

3. Classroom Procedures:

There are a few class procedures which will help the class to run smoothly and be as productive as possible.

Start of Class:

Each day there will be a “DO NOW” written on the board and or handed out that you are expected to start work on **as soon as you arrive**. These assignments will be collected at times and used toward your class participation grade. It is best to arrive early to ensure enough time to complete the work.

Homework:

Homework is an important part of your learning. It helps to reinforce what you have learned in class and also serves as a means for assessing any problem areas. Homework should be completed on the page provided or on a separate piece of loose leaf paper **not torn out of a composition book**.

Homework is to be turned in **at the beginning of class...** any work turned in after class has started is considered **late**.

Homework Format: Non-Negotiable

Student’s Name	Date Assigned
Class Period	Teacher’s Name
Assignment	

Standards:

- Standard 8 ½ x 11 inch loose leaf paper
- Neat and Legible
- All students should have at least two study partners and are responsible to contacting them in the event of an absence from class
- Students must speak and write in **COMPLETE SENTENCES**

Late Homework/Class work:

1. Any student work turned in one day late will be subject to loss of 1 letter grade.
2. Any student work turned in two days late will be subject to loss of two letter grades.
3. Any student work turned in more than two days late will be subject to no credit. (Hint: Turn your work in *on time*.)
- 4.

Class work: Class work is to be completed **in class**. If a student is not doing the work assigned to be completed in class, the student will receive a zero for the assignment which is used to calculate the class participation grade.

4. Attendance:

Regular attendance is required. The course cover a large amount of material and good attendance is necessary to keep current with the work. Always bring a note from a doctor or your parent when you come to class after an absence. You are responsible for making up all missed work!

Late to Class:

Students should have plenty of passing time in between classes to arrive to class on time. If a student is late to class, without a pass from a teacher or the office, they will be subject to loss of “Do Now” credit for that class period. **Two lateness occurrences will constitute an absence. Students who are habitually late to Period 1 classes will be considered CUTTING!**

Cutting Class:

Any student that chronically arrives late to school without a pass from an administrator or teacher will be considered cutting class.

As a result of cutting class a student will receive a zero for that day’s class work or quizzes. All homework will be subject to the late homework policy and lab work will have to be made-up at a later date. **A referral will be made to administration and a phone call will be made or text message will be sent to your parent/guardian informing them of your behavior.**

Absences from Class:

You are responsible to make up any work in the event of an absence from class. You may refer to the homework board for the assignment and due date. If, for example, the homework assigned was due the next day, you will have ONE day to complete all work and turn it in. You are **required** to have a “homework partner” which is a person you will call in the event you are absent, forget your homework or misplace your assignment book. **Most assignments will be posted on my page at www.WHSAD.org.**

If you know you will be out of class due to extenuating circumstances, please see me and *arrange for the work to be taken with you.*

5. Portfolio Work:

You are required to update your portfolio at the end of each marking period. This is done in order to show growth in your design creativity and to submit to colleges and potential Job offers in the architecture field. Your portfolio is also a major part of your grade so keeping organized will ensure you receive the grade you deserve.

6. Grading Policy & Requirements*:

Exams/Quizzes/Portfolio Work	50%
CCSS Writing Performance Tasks	20%
Homework	10%
Classwork/ Participation/ Notebook	20%

Bonus points may be earned and applied to a student’s grade

7. Outline of Units 2014

Topics to be Covered for fall/ winter 2014

Month	Topics	
September	3D AutoCAD: Designing of a modern Building	
October	3D AutoCAD: Rendering Architectural buildings	
November	3D AutoCAD: Animation of building concepts	
December	3D AutoCAD: Development of design presentations	

If you have any questions about the above classroom requirements, I can be reached any time via email at codio@whsad.org. It is your responsibility to take this contract home and review it with your parent/guardian and secure it as page 1 of your Drafting notebook.

You must return the attached Teacher copy signed by you and your parent.



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Student and Parent Contract - Room 231

I, _____, (**Student**) have read understand the **Student and Parent Contract- Room 206**. I understand that if I fail to follow the **Student and Parent Contract - Room 206** I will jeopardize my ability to meet the course requirements. I also understand that should I, or by my actions, cause damage to the equipment I will be monetarily responsible for the damages.

I _____, (**Parent / Guardian**) have read and understand **Student and Parent Contract- 206**. I understand that should my son or daughter fail to follow the **Student and Parent Contract - Room 206** he or she is jeopardizing his or her ability to meet the course requirements. I understand that my attendance at workshop classes influences my child's portfolio grade.

STUDENT

Name

Signature

Date

Parent / Guardian

Name

Signature

Date

Contact Information
Mr. Codio

Williamsburg High School for Architecture and Design
Drafting / AutoCAD Program

STUDENT COPY



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STUDENT

Name

Signature

Date

Parent / Guardian

Name

Signature

Date

Contact Information
Mr. Codio

Williamsburg High School for Architecture and Design
Drafting / AutoCAD Program

TEACHER COPY