INTRODUCTION TO CIDD
CID 1000

Class Hours: 1.0  Credit Hours: 1.0
Laboratory Hours: 0.0  Date Revised: Summer 01

Note: This course is not designed for transfer credit.

Catalog Course Description:
Course provides an orientation and introduction to Pellissippi State Technical Community College and the Computer Integrated Drafting and Design curriculum; acquaints students with use of e-mail, the Library, and Internet; and exposes students to professional possibilities.

Entry Level Standards:
Must have college level English and math skills.

Prerequisites:
None

Textbook(s) and Other Reference Materials Basic to the Course:
PSTCC Catalog, notebook

I. Week/Unit/Topic Basis:

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<thead>
<tr>
<th>Week</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Introduction to CIDD, CID faculty, CID catalog</td>
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<tr>
<td>2</td>
<td>Accessing CID home page, course syllabi, course descriptions; overview of course work and review by faculty</td>
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<td>3</td>
<td>Accessing Student Services web page, reviewing transcripts, degree audits</td>
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<td>4</td>
<td>Using Email &amp; Internet; Using ERC &amp; Industry resources; Study skills &amp; professional work attitudes</td>
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<td>5</td>
<td>Skills Inventory; Disciplines using CAD</td>
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<td>6</td>
<td>Planning Time &amp; Finances; Planning &amp; Curriculum requirements</td>
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<td>7</td>
<td>Site Visit; Future of CAD</td>
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<tr>
<td>8</td>
<td>CID 2300 Project &amp; Co-op presentations; Evaluation and wrap-up</td>
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II. Course Objectives*:

A. Assess personal interest, attitudes and skills in relation to college and professional requirements. IV

B. Use available technology on PSTCC campuses to explore career goals, access students’ records, access technical information, communicate and access computer applications. III

C. Understand how graphics and drafting relate to technical disciplines. IV

D. Develop college and career plans based on understanding of college, CID curriculum and personal requirements. III, IV

*Roman numerals after course objectives reference goals of the Computer Integrated Drafting and Design program.

III. Instructional Processes*:

Students will:

1. Use P.S...Web to access student records and schedule. Technological Literacy Outcome

2. Use word processor and spreadsheet to generate reports and time use matrix. Communication Outcome, Active Learning Strategy, Technological Literacy Outcome, Numerical Literacy Outcome

3. Access standard industry reference materials in electronic format. Technological Literacy Outcome, Active Learning Strategy, Information Literacy Outcome

4. Access library reference materials in electronic format. Technological Literacy Outcome, Active Learning Strategy, Information Literacy Outcome

5. Access internet for professional information in electronic format. Technological Literacy, Active Learning Strategy, Information Literacy Outcome

6. Use P.S...Web, PSTCC home pages, and word processor to develop a semester plan. Problem Solving and Decision Making Outcome, Technological Literacy Outcome, Active Learning Strategy

7. Use email to communicate with instructors. Technological Literacy Outcome, Communication Outcome, Active Learning Strategy

8. Assess skills and interest for professional development. Active Learning Strategy, Personal Development Outcome, Transitional Strategy

*Strategies and outcomes listed after instructional processes reference Pellissippi State’s goals for strengthening general education knowledge and skills, connecting coursework to experiences beyond the classroom, and encouraging students to take active and responsible roles in the educational process.

IV. Expectations for Student Performance*:

Upon successful completion of this course, the student should be able to:

1. Assess personal skills. A

2. Assess learning style. A
3. Access the Internet. B
4. Use email. B
5. Visit offices using CAD. A,C
6. Understand requirements of curriculum. D
7. Understand registration process. D
8. Be aware of financial aid. D
9. Use library effectively. B
10. Understand how some technologies use CAD. B,C
11. Understand PSTCC organization & mission. D
12. Develop positive relationship with CID faculty. D
13. Understand the philosophy of the CID curriculum. D
14. Develop positive relationship with CID students. D
15. Develop plan for future semesters with advisor. A,B,D

V. Evaluation:

A. Testing Procedures:

Quizzes are not a standard requirement of this class, however it is at the discretion of the instructor to give quizzes.

B. Laboratory Expectations:

This course is primarily a lecture/seminar course with computer use integrated into the class. Students will be expected to complete assignments requiring the use of the computer outside of scheduled class time.

C. Field Work: 60% of grade

A notebook will be required upon completion of the course (60%). Included in the notebook will be:
1. Current semester schedule
2. A long-range plan for completion of classes
3. Map with location of specified offices
4. Copy of course descriptions
5. Skills/Interest Inventory
6. Want adds
7 Career information searches
8. ‘Goals’ statement
9. Interview form for CID instructors

D. Other Evaluation Methods: 40% of grade

One of the primary purposes of this class is to develop a relationship with CID instructors. Attendance will count as 40% of the grade for this class.
E. Grading Scale:

A  90-100%
B+ 85-89%
B  80-84%
C+ 75-79%
C  70-74%
D  60-69%
F  59% and below

VI. Policies:

A. Attendance Policy:

Pellissippi State Technical Community College expects students to attend all scheduled instructional activities. As a minimum, students in all courses must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of Academic and Student Affairs, may have requirements that are more stringent.

B. Academic Dishonesty:

It is expected that students will work together to solve problems, however students are expected to do their own work unless specifically assigned otherwise. Sharing or copying others work is un-ethical and will be discounted. A pattern of un-ethical behavior will result in the student being expelled from the class. Copying software will be considered theft.