



Indiana State University
College of Technology
Department of Applied Engineering
and Technology Management

Prefix&Course# - Title of course

(Semester Year)

I. Credits: 3

II. Lead Faculty for course:

III. Course Instructor:

Name:

Office Hours:

Office Phone: 812-237-

Office Location: Myers Tech Bldg.

E-mail for appointment at other times:

IV. Course Materials:

Text book, title, author, and year; other supplemental materials

EXAMPLE

Required Textbooks:

How to Drag Race, Kevin McKenna ISBN: 9781932494471

High Performance: The Culture and Technology of Drag Racing, 1950-2000

(*Johns Hopkins Studies in the History of Technology*), Robert C. Post, ISBN:

0801866642 – **or electronically from the bookstore**

Software:

Access to the Internet is essential

Microsoft Office 2010 or newer (free to ISU students)

V. Catalog Description:

Official catalog description.

VI. Prerequisite: **list pre-requisites**

VII. Disposition: Required in XXX program, elective in Upper Division Integrative Elective.

VIII. ABET related Student Outcomes with Course Objectives and Performance indicators:

Specific goals for the course (specific outcomes of instruction, ex. The student will be able to explain the significance of current research about a particular topic. Explicitly indicate which of the student outcomes listed in Criterion 3 or other outcomes are addressed by the course.) Include all course outcomes from curriculum maps **example to follow:**

Course Objectives:

Intro to Technical Graphics

1. Students will develop a clear understanding of the role of technical graphics as a graphic language utilized within the industrial setting as a communication tool
 - a. Students will compare the different roles of technical drawings within visualization, communication, and documentation
 - b. Students will discover the history and origins of technical graphics and descriptive geometry
 - c. Students will identify the various stages of the design process and product development cycles
 - d. Students will discover the basic terminology of technical graphics

Drawing Layouts

2. Students will gain a comprehension of basic technical graphic layouts, drawing units, and scale measures
 - a. Students will classify the six major types of projection systems
 - b. Students will illustrate the ‘alphabet of lines’
 - c. Students will identify the two major measuring systems and their customary units
 - d. Students will recognize the major elements of a technical drawing sheet sizes and title block features

Drawing Geometry and Technical Sketching & Visualization

3. Students will develop a working knowledge of drawing geometry, surfaces, shapes, and the sketching and visualization of tangible items
 - a. Students will be able to identify geometric elements such as vertices, edges, faces, surfaces, and objects
 - b. Students will analyze basic elements, components, and mathematical equations related to geometric drawing entities including lines, circles, angles, triangles, and polygons
 - c. Students will complete missing view problems to develop visualization skills.
 - d. Students will develop three dimensional renderings from a given orthographic prints.

IX. Brief list of topics:

Include a brief list of topics to be covered

X. Course Assignments:

□ **Required text and material and how they will be used in the class- the following is merely an example**

a. Viewing *Slingshot*

This 30-minute video is available to students through the blackboard management system. This video documents a major economic shift in drag racing from participant to spectator.

b. Lessons/Lectures

PowerPoint presentations from previous students covering drag racing, road racing, air racing, hydroplane racing, land speed, and others, provide an overview of the impact each has on society. These lectures are designed to provide current students with insight regarding how motorsports has changed throughout its relatively brief history and how it continues as a leader in answering the technological, economic, ethical, and even cultural issues of our society.

Each lecture has a corresponding quiz that must be taken.

Quizzes **MAY** be posted to Blackboard/Assignments. Students are expected to log onto blackboard by going to <http://blackboard.indstate.edu> . The login for Blackboard is the same as your MyPortal login.

c. Reading *How to Drag Race*

This “how to” book explains the drag racing at the grassroots level. This current day text helps students understand the simplicity and complexity of competition. Once completed, this text serves as foundational knowledge for the experiential learning activity.

- The science of drag racing is explored by demonstrating meticulous methods of documenting performance measures and then using collected data to predict performance.
- The mathematics involved in drag racing is revealed and explored. Timing system operation is explored. Margin of victories are often measured by ten thousandths of seconds and calculated to mere inches.

- Quizzes ensure students are reading and understanding important concepts of drag racing.

d. Develop a Power Point Presentation:

Each student will be required to create a PowerPoint presentation interpreting one form of racing. **This PowerPoint must include a voice over narration.**

The presentation must explicitly address historical, social, and behavioral science (economic and social implications) issues of the sport. The current state of the sport should also be addressed including the technology. Questions to be answered include the current trends, rules, regulations, the type and number of spectators, and the cost to compete. The impact on society should also be included.

More specific information is available at the website, including rubrics.

e. Writing Project:

A significant writing assignment (paper) will be due near the end of the course. ***The specific topic must be something about motorsports.*** The student is expected to investigate an important aspect of or pertaining to motorsports. The research paper should include at least three “ways-of-knowing” such as historical implications, economic issues, social issues, cultural perspectives and even the science behind the technology being explored. People, places, events, sanctioning bodies or the specific technology may serve as the focus of the paper. Students should provide details as to the significance of the contribution and the subsequent impacts on racing. The assignment should reflect more than one person’s perspective. Written in APA manuscript style, this paper is expected to be a minimum of **2400** words *in the body* and reference at **least eight** different sources, *with no more than four Internet only sources.*

A draft of the paper may be submitted by the due date listed in the schedule.

A cursory review of the paper by the instructor will provide guidance toward a successful final paper submission. Submitting a draft paper on time will result in extra credit. A draft paper submitted after the due date ***will not*** receive extra credit and ***will not*** be reviewed.

f. Final Exam

A comprehensive final short answer/essay/multiple-choice exam will be given. Reading assignments, class lectures, field trips, and guest presentations are likely to be included in the final exam.

XI. Course Evaluation Methods:

□ Explanation of course grade determination

Randy's Example:

The student's final grade for this course will be based upon the total points accrued in the following areas.

Participation/attendance	~ 060 points
Reflection Slingshot	~ 050 points
Reflection Racing Event	~ 100 points
Presentation selection	~ 010 points
Presentation	~ 100 points
Research Paper	~ 200 points
Lecture quizzes	~ 200 points
Reading quizzes	~ 180 points
Final exam	<u>~ 100 points</u>
	~ 1000 points total (approx)

The following is the actual table for the department.

Percent Range			Letter Grade
98%	Up Through	100%	A+
93%	Less Than	98%	A
90%	Less Than	93%	A-
87%	Less Than	90%	B+
83%	Less Than	87%	B
80%	Less Than	83%	B-
77%	Less Than	80%	C+
73%	Less Than	77%	C
70%	Less Than	73%	C-
67%	Less Than	70%	D+
63%	Less Than	67%	D
60%	Less Than	63%	D-
0%	Less Than	60%	F

XII. RIGHT OF REVISION:

Randy Example: this is important

The instructor reserves the right to amend the course syllabus. Students will be notified in **advance** of any changes to the syllabus.

XIII. ATTENDANCE:

Randy's Example

When taught face-to-face, attendance is expected as well as rewarded. When delivered via distance, this is an asynchronous distance course, and as such, students are expected to login regularly to the website and participate as required in the syllabus and announcements. Students are expected to complete all assignments on or before the due dates.

The drop procedure is the student's responsibility and the student should not expect the instructor to remind him/her. Please refer to the University Policy on attendance as published in the Student Handbook.

Hayden example

It is important to come to class (for web course this means to participate per the schedule). You will not learn as much or get as high grade if you do not come to class and participate. There are no points (as a bonus or a deduction) directly tied to attendance but if you do not attend you will get behind and you will not do as well in the course

XIV. ACADEMIC INTEGRITY STATEMENT:

The national Center for Academic Integrity defines academic integrity as commitment to five fundamental values: honesty, trust, fairness, respect, and responsibility. Indiana State University is a learning community committed to the highest ethical principles in academic life. The Policy on Academic Integrity, developed by faculty, students, and administrators, outlines the expectations for ethical conduct in all academic endeavors. It is critical that faculty share these expectations with students, and that all members of the community affirm ethical conduct. A copy of the policy appears in the Faculty guide for Academic Integrity at <https://www.indstate.edu/sites/default/files/media/Documents/PDF/academic-integrity-2012-FacultyGuide-AcademicIntegrity.pdf> and also is posted at the Cunningham Memorial Library academic integrity Web site and in the Code of Student Conduct, posted at the Office of Student Conduct and Integrity Web site. Failure to assert this core value diminishes the reputation of an institution and lessens the value of the degrees earned by its graduates

The University is committed to academic integrity in all its practices. The faculty value intellectual integrity and a high standard of academic conduct. Activities that violate academic integrity undermine the quality and diminish the value of educational achievement.

Randy's addition as an example of more specificity for the course

Cheating (**or copying**) on papers, tests or other academic works is a violation of University rules. No student shall engage in behavior that, in the judgment of the instructor of the class, may be construed as cheating. This may include, but is not limited to, plagiarism or other forms of academic dishonesty such as the acquisition without permission of tests or other academic materials and/or distribution of these materials and other academic work. This includes students who aid and abet as well as those who attempt such behavior. Such violations **will result in grade reduction** and may lead to expulsion from the class.

XV. AMERICANS WITH DISABILITIES ACT:

Indiana State University seeks to provide effective services and accommodation for qualified individuals with documented disabilities. If you need an accommodation because of a documented disability, you are required to register with Disabled Student Services within the Center for Student Success - <http://www.indstate.edu/cfss/programs/dss/index.htm>.

You can contact the Center at 237-2301, 2nd floor Gillum Hall.

XVI. LAPTOP USAGE

Choose one of the four usage statements below:

Laptop Required for Course: Regular Usage

For the purposes of this course, it will be assumed that you are in compliance with the mandatory laptop policy of the University. You will be expected to bring your laptop and be ready to use it for every class period. Usage of the laptop must conform to the provisions of this course as laid out in this syllabus as well as the Code of Student Conduct.

Laptop Required for Course: Irregular Usage

For the purposes of this course, it will be assumed that you are in compliance with the mandatory laptop policy of the University. You will be expected to bring your laptop and be ready to use it for those class periods noted on the syllabus. Usage of the laptop must conform to the provisions of this course as laid out in this syllabus as well as the Code of Student Conduct.

Laptop Not Required for Course: Usage Permitted

While there will be no assignments or examinations for which the laptop will be used; your use of a laptop is generally permitted as long as usage remains within the bounds of Code of Student Conduct and it conforms to the provisions of this course as laid out in this syllabus. There may be periods where laptop usage is forbidden and if that occurs, failure to comply with this direction will be viewed as a violation of the Code of Student Conduct.

Laptop Usage Forbidden

While the University has chosen to require laptops of its students, the University also recognizes and respects the right of faculty to conduct their classes as they deem appropriate. In this course, no laptop may be used in class. Failure to comply with this direction will be viewed as a violation of the Code of Student Conduct.

Laptop Required for Course: Irregular Usage

XVII. STUDY WEEK POLICY

Study Week is intended to encourage student preparation for final examinations given during the final examination week. Class attendance, however, is still expected. No examination of any kind, including quizzes that count over four percent of the grade, can be given during Study Week. Papers due during Study Week must be specified in the class syllabus handed out to students at the beginning of each semester. Examinations for laboratory; intensive, mini-courses; or summer sessions are permitted.

The student is responsible for notifying the Student Government Association of a violation of any of the above terms. The Student Government Association will take the correct procedures for informing the faculty member and the academic department chairperson of the failure to comply with the terms of the Study Week policy. The student's name will be confidential to the Student Government Association.

XVIII. STUDENT DISCLOSURES OF SEXUAL MISCONDUCT

*Indiana State University fosters a campus free of sexual misconduct including sexual harassment, sexual violence, intimate partner violence, and stalking and/or any form of sex or gender discrimination. If you disclose a potential violation of the sexual misconduct policy I will need to notify the Title IX Coordinator. Students who have experienced sexual misconduct are encouraged to contact confidential resources listed below. To make a report to the Title IX Coordinator, visit the Equal Opportunity and Title IX website:
<http://www.indstate.edu/equalopportunity-titleix/titleix>.*

Confidential Resources:

*The ISU Student Counseling Center – HMSU 7th Floor; 812-237-3939;
www.indstate.edu/cns*

The ISU Victim Advocate – Leah Reynolds; HMSU Room 813; 812-237-3829(office); 812-243-7272; leah.reynolds@indstate.edu

Campus Ministries - <http://www2.indstate.edu/sao/campusinistries.htm>;

*For more information on your rights and available resources:
<http://www.indstate.edu/equalopportunity-titleix/titleix>*

XIX. STATEMENT REGARDING IT'S ON BLUE ONLINE EDUCATION PROGRAM

ISU is committed to the prevention of sexual harassment, sexual violence, and intimate partner violence and stalking. Degree-seeking graduate and undergraduate students must complete the It's On Blue online education program in order to register for classes. For additional information about the It's On Blue go to www.indstate.edu/itsonblue.

Questions about the It's On Blue initiative should be directed to itsonblue@mail.indstate.edu.

XX. DUE DATES EXPLAINED – LATE WORK POLICIES

Hayden example

The schedule lists due dates. You may do things early when possible, e.g., you cannot engage in scholarly follow-up discussion early unless someone else has already started a discussion. Late work is allowed for 2 weeks (14 days) after the scheduled due date; however no late work is accepted after the end of study week. After the late/grace period, the assignment will be a zero and will not be evaluated (no feedback will be provided); there will be no make-up work or extra credit. Elements of the course, e.g., quizzes, may have to be completed and in a certain order to move on to the next element in an assignment or the next assignment. This sort of sequential learning, which BlackBoard handles by adaptive release settings, is very helpful to your learning. Note that adaptive release does not allow skipping or rearranging the learning sequence. If you get behind, you will have to complete previously missed and/or late assignment to get caught up and have the current assignment evaluated—even though the previous assignments, if past the late work date, will receive a zero. It is very important to adhere to the schedule and not turn in work late.

Randy Example:

Slingshot video reflection: this assignment is due by January 26 at midnight EST. Late work will be accepted for 3 days with penalty. After February 2, this assignment will no longer be accepted.

Lecture Quizzes: Lecture quizzes are intended to be taken in-class during the lecture. Lecture quizzes will be available outside of class, after the lecture for a 50% reduction in score.

Reading Quizzes: Reading quizzes are due by the dates posted on the schedule. Each can be taken up to three times with the highest grade being retained. There is no penalty for late submissions. The quizzes will remain available for ONE WEEK – SEVEN DAYS after each posted due date at midnight EST. They will NOT be available after that time.

Choose and Post a Presentation Topic: this assignment is due by February 2 at midnight EST. Late work will be accepted for seven days. After February 9, this assignment will no longer be accepted.

Draft research paper: the draft paper is due by February 23 at midnight EST. Submission on time will get up to 20 extra credit points (based on completeness) and cursory feedback for improving the paper. Submissions after the due date will **not** be graded.

The Power Point Presentation: this assignment is due by March 1 at midnight EST. Late work will be accepted for 7 days with penalty. After March 8, this assignment will no longer be accepted.

Research Paper: this assignment is due by April 5 at midnight EST. Late work will be accepted for 7 days with penalty. After April 12, this assignment will no longer be accepted.

ELO Assignment with reflection: this assignment is due by April 19 at midnight EST. Late work will be accepted for 7 days with penalty. After April 26, at midnight EST this assignment will no longer be accepted.

Final Exam(s): the final exam for this course is scheduled for Tuesday May 3rd at 1 PM. Each of the two final exam sections can be taken up to three times with the highest grade being retained. **LAPTOPS ARE REQUIRED FOR THE FINAL EXAM EVENT. YOU MUST BE IN CLASS TO TAKE THE FINAL EXAM.**

TERM	TERM DATES	CLASS LENGTH	LAST DAY TO ADD					
			LAST DAY FOR 100% REFUND	LAST DAY FOR 75% REFUND	LAST DAY FOR 50% REFUND	LAST DAY FOR 25% REFUND	LAST DAY TO DROP OR WITHDRAW	
SPRING 2016	1/12/16-5/6/16	16 weeks	LAST DAY TO DROP/ WITHDRAW NO GRADE	January 19 th	January 25 th	February 1 st	February 8 th	April 4 th

Itemized Schedule

This is an example by Randy

Spring 2016 Face-2-Face

Week #	Class Date	Topic/Lecture	Complete Assigned Reading	Due Dates
1	12-Jan	Introduction-Read Syllabus Discuss Reflections	Get your books	
2	19-Jan	Presentation and Research Paper discussions Watch "Slingshot" video		
3	26-Jan	"Your Favorite Motorsport"		"Slingshot" Video Reflection
4	02-Feb	NHRA Lecture/Presentation #1	<i>#1: How to Drag Race:</i> Chapters 1-3	Reading Quiz 1 & Lecture Quiz 1 & Post Presentation Topic
5	09-Feb	Junior Dragsters Lecture/Presentation #2	<i>#2: How to Drag Race:</i> Chapters 4-7	Reading Quiz 2 & Lecture Quiz 2
6	16-Feb	Bracket Racing	<i>#3: How to Drag Race:</i> Chapters 8-11	Reading Quiz 3
7	23-Feb	Cross Country Air Racing Lecture/Presentation #3	<i>#4: High Performance:</i> Introduction thru Ch. 4	Reading Quiz 4 & Lecture Quiz 3 & Draft Research Paper
8	01-Mar	Lawnmower Racing Lecture/Presentation #4		Lecture Quiz 4 & Presentation Due
9	08-Mar	Swamp Buggy Racing Lecture/Presentation #5	<i>#5: High Performance:</i> Chapters 5-7	Reading Quiz 5 & Lecture Quiz 5
10	22-Mar	Indy Lights Lecture/Presentation #6		Lecture Quiz 6
11	29-Mar	Karting Lecture/Presentation #7	<i>#6: High Performance:</i> Chapters 8-10	Reading Quiz 6 & Lecture Quiz 7
12	05-Apr	Power Boat Racing Lecture/Presentation #8		Research Paper & Lecture Quiz 8
13	12-Apr	Rally Cross Racing Lecture/Presentation #9	<i>#7: High Performance:</i> Chapters 11-14	Reading Quiz 7 Lecture Quiz 9
14	19-Apr	AMA Flat Track Racing Lecture/Presentation #10		ELO Reflection & Lecture Quiz 10
15	26-Apr	Study Week/Bracket Racing		
16	3-May	1:00 PM Final Exam		Final Exam