Revision Date: 3 January 2018

Department of Civil and Environmental Engineering

CIVE 103 ENGINEERING GRAPHICS AND COMPUTING
Spring 2018

Course Syllabus

Welcome to the CIVE 103 course. This is the second course in the CIVE 102-103 series designed to give you an introduction to Civil and Environmental Engineering. This course has the following objectives:

1. To develop an understanding and/or proficiency with topics and tools commonly used by Civil and Environmental engineers in daily problem solving endeavors to include:
   a. Excel, including a brief introduction to Visual Basic Programming,
   b. AutoCAD,
   c. Surveying, field work required
   d. Geographical Information Systems.
2. To develop an appreciation of professional topics to include: Engineering Practice and Engineering Ethics.

If you did not take the CIVE 102 course we will help you with any previous material that you might need for this course.

Instructors
This course is taught by a faculty member, a graduate teaching fellow, and three graduate teaching assistants (GTA). We want to help you succeed in this course and all questions are welcome.

Faculty	**Graduate Teaching Assistants (GTAs)**
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For continued up to date information on this course, please check the course website.

Exams
The Mid Term Examination is To Be Determined.

The Final Examination will be held on Thursday May 10th from 9:40 -11:40 am in the regular classroom.

Required Materials
Textbook: AUTOCAD 2018 TUTORIAL: FIRST LEV.2D,W/DVD, SHIH, 2018

Course Requirements and Grading

Term grades for this course will use the +/- grading system as described in the CSU catalog.

Item	Number	Points	Total Possible
Mid Term Exam	1	TBD	TBD
Final Exam	1	100	100
Laboratories*	12	10	120
Homework Assignments*	6	10	60
Attendance (i-clicker)*	weekly		~50
Total			~330

* The number of laboratories and homework assignments may vary slightly from the estimates provided.

Laboratory assignments will be due the following week on the specified date unless otherwise instructed. Homework assignments will be assigned in class and they will generally be due one week later before the beginning of class. Any arrangements to attend other laboratory sections as make-up must be made **PRIOR** to your regular laboratory meeting time.

No late laboratory assignments will be accepted. To be considered on time, assignments must be submitted by the due date and time. The lowest score will be dropped.

Late homework assignments will not be accepted. To be considered on time, assignments must be submitted by the due date and time. The lowest score will be dropped.

In the case where assignments are submitted on-line via Canvas it is the responsibility of the student to be sure that all attachments to the submission are provided. Students will not

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receive credit for any submission that is missing the required attachments. *Email submission of assignments or attachments is not permitted except for cases with prior consent of the instructor*.

Homework must be your own work unless previously specified. While providing your homework solution to someone is not allowed, working together and discussion with others is allowed and encouraged.

We will accommodate student participation in University-sanctioned extracurricular/co-curricular activities. Students must inform their instructors prior to the anticipated absence and take the initiative to make up missed work in a timely fashion. We will consider requests for accommodation from students due to illness, accidents, and difficult personal situations (such as attendance at funerals) provided the instructors are notified prior to the absence (or assignment due date) or in the event of a sudden event, such as an accident, with 24 hours.

Once your assignments have been graded, you have one week to resolve any grading dispute.

General Class Policies:

You are expected to:

• Attend regularly: It is required that you attend each class because important information will be covered in class that will help you with the laboratory assignments, homework, and exams. Also, if changes in exam procedure, exam date, exam coverage, assignments, etc. are announced in class you are responsible for knowing this information. We will also be having short responses during most lectures to keep track of attendance, gage your understanding of the course material, and promote discussion. Unless you provide a doctor's note for illness, you will receive a zero for these in-class responses if you are not present. You must either arrange with the professor ahead of time if you will miss class or lab for a legitimate reason, or provide a doctor's note if you could not notify the professor ahead of time because of illness, otherwise, you will receive a zero on any r assignments due that day or for that laboratory. Class participation points can only be given to students that are physically in class and these points cannot be made up even if you have an excuse to miss the class.

• Access Canvas regularly: The Canvas course site will be updated regularly materials presented in class. The class lecture schedule and due dates for assignments will be regularly posted and updated. It is your responsibility to be aware of this information. Anything that is posted on Canvas and covered in class is likely to be subject to questions on the midterm and final.

• Arrive on time: Coming late to class causes a disturbance and is disrespectful to others. Please do not enter or leave the room while the class is in progress, except in the case of an emergency. In-class responses will likely be given at the very beginning or the very end of lecture, so it is to your advantage to arrive on time and stay until the end of class.

• Turn off your cell phones before the start of class. If you have a special need to have it on, please visit with one the professor to discuss the matter.

• Respect assignment deadlines: Assignments have to be submitted by the due date and time. In case of an emergency please contact one of your instructors.

• Be honest: CSU Policies and Guiding Principles will be strictly enforced. This course will adhere to the Academic Integrity Policy of the Colorado State University General Catalog and the Student Conduct Code http://catalog.colostate.edu/general-catalog/policies/students-responsibilities/. All CSU students are responsible for knowing and adhering to the academic integrity policies of this institution. Violations of this policy may include: cheating, plagiarism, aiding academic dishonesty, fabrication, lying, bribery, and threatening behavior. Students who are found to be in violation of

the academic integrity policy will be subject to both academic sanctions from the faculty member and non-academic sanctions (including but not limited to university probation, suspension, or expulsion). While we encourage the use of study groups, all submitted individual assignments must be your original work. For example, a group of students may discuss the solution of a homework problem, but each student's submission must reflect their personal understanding of the problem and its solution. Each student should then develop their solution in their own words/calculations/coding. *Copying of electronic files (EXCEL, WORD, AutoCad, GIS etc.) is not permitted*. If in doubt about what is acceptable please ask your course instructors.

This course will use the following Honor Pledge on exams and selected other assignments:

"*I pledge on my honor that I have not received or given any unauthorized assistance in this exam [assignment] [academic work]*". *Student signature*

Please understand that every student has the right to choose whether or not they sign the Honor Pledge and not signing the honor pledge will not be considered as evidence that a student has committed academic misconduct.

• Adhere to CSU sexual harassment policy: CSU sexual harassment policy will be strictly enforced, https://oeo.colostate.edu/discrimination-harassment-sexual-harassment-sexual-misconduct-domestic-violence-dating-violence-stalking-and-retaliation-policy/.

The CSU policy on sexual harassment applies to all students, staff and faculty. Sexual harassment is unwelcome sexual attention.

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