



**MANUFACTURING TECHNOLOGIES DIVISION
CENTRAL CAMPUS**

**MCHN 1302 - Print Reading for Machining Trades
CRN 21225 – Spring 2021**
Location: HCC On line
hour lecture course / 64 hours per semester/ 16 weeks

Instructor: Mrs. Ryan Ballenger

Instructor Contact Information:

Houston Community College
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Office hours 8:00am-4:00pm

Please feel free to contact me during my office hours concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. Feel free to contact me in my office or email me anytime.

Course Description

A study of blueprints for machining trades with emphasis on machine drawings.

PREREQUISITE / COREQUISITE:

GUST 0339 (5th -7th Grade Reading)
ENGL 0300 or 0347
MCHN1343 (Machine Shop Math)

Course Student Learning Outcomes

Upon completion, you will be able to:

1. Identify the elements of machine drawings.
2. Interpret dimensions & tolerances.
3. Identify geometric aspects of blueprints.
4. Identify, interpret and explain Basic Geometric Dimensioning and Tolerance (GD&T) symbols and their meanings.
5. Calculate unspecified dimensions.

Learning Objectives

The successful completion of these learning objectives will ensure a meaningful educational experience.

You will:

Identify different types of lines.

Identify different views.

Identify the title block.

Identify dimensions and notes.

Differentiate size and location dimensions.

Interpret dimensional tolerances.

Explain the difference between staggered and continuous dimensions.

Identify basic engineering design representations. (OD, ID, radius, slot, boss, counter bore, counter sink, thread, thread relief, groove, etc.)

Identify and interpret GD&T characteristic and modifying symbols.

Identify needed unspecified dimensions.

Calculate needed unspecified dimensions from other given dimensions.

16 WEEK CALENDAR

Week#	Dates	Holidays	Academic	BPR Unit
1			Classes begin 1/22/2021	Syllabus 1,1
2				1,2
3			ODR LD 70%	1,3
4			LD 25%	2,4
5				2,5
6				2,6
7				2,8 Review
8				Mid-Term
9				3,9
10			LD withdraw	3,10
11				3,11
12				3,12
13				3,13
14				3,14
15				Review
16				Final

Grades are available to students after Final Exam.

Instructional Methods

As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge concerning print reading by modeling good teaching strategies that allow you to connect the information that you learn in this course to the real world.

As a student wanting to learn about print reading, it is your responsibility to read the assigned chapters in the textbook, submit assignments on the due dates, study for the exams, participate in face-to-face classroom activities, utilize the online component of the course, and enjoy yourself throughout the experience.

Student Assignments

Assignments have been developed that will enhance your learning. To better understand a topic, you will be given assignments on key information that you will need to remember for your success in print reading. **To complete and pass this course you will be required to successfully complete the following on time:**

All Assignments & Online Quizzes

Midterm Exam

Final Exam

Assessments

<u>Assignments & quizzes</u>	30%
<u>Mid Term Exam</u>	30%
<u>Final Exam</u>	30%
Instructor's discretion (Attendance, attitude, <u>class participation, etc.)</u>	10%
Final Grade	100%

Instructor Requirements

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up procedures
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students as needed

To be successful in this class, it is the student's responsibility to:

- Attend class and participate in class discussions and activities
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts and all assignments

Program/Discipline Requirements HCC Grading Scale

Please see the student Handbook

<http://www.hccs.edu/district/students/student-handbook/>

Grading Criteria

I will conduct quizzes, exams, and assessments that you can use to determine how successful you are at achieving the course learning outcomes (mastery of course content and skills) outlined in the syllabus. If you find you are not mastering the material and skills, you are encouraged to reflect on how you study and prepare for each class. I welcome your observations on what you discover and may be able to assist you in finding resources that will improve your performance.

Instructional Materials

TEXT: **Print Reading For Industry 10th edition**

Walter C. Brown, Ryan K. Brown

ISBN 13: 978-1631260513

ISBN 10: 1631260510

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A computer with internet access.

To access the online component of this class go to:

<https://eo2.hccs.edu>

This will take you to the login page. Please follow the directions give there to log in. After you login you should see this course on your home page.

Calculators

Calculators are a required part of the student's tool kit. They will be used both in the classroom and on the shop floor. Cell phones are not calculators, and are not allowed to be used for that purpose during tests, or exams.

Student ID

Students are required to obtain a Student ID. For additional information, consult the ***Student Handbook***.

Parking Rules and Regulations

Students are required to follow HCC's regulations regarding parking and permits.

Dress Code

Students must dress for work in an industrial setting. Students must dress in a way that clothing and accessories do not compromise their safety, and the safety of others.

“Steel toe” safety shoes are required in all laboratories. Absolutely no sandals or other footwear that exposes the feet will be allowed.

Safety glasses are required and must be ANSI Z87.1-2003 approved. Prescription glasses must be ANSI Z87 approved and include side shields.

Long pants are required, shorts are not allowed. Shirts with baggy sleeves and baggy pants are not allowed as they are considered a snagging hazard.

Students who fail to comply with the dress codes will not be allowed to work in the lab, and will be marked absent for the lab portion of the day.

Classroom & Laboratory Conduct

Proper behavior is expected in all classes and laboratories. Foul language and horseplay are not allowed. Making or receiving cell phone calls during class is not allowed. Sleeping in class is not allowed.

Course Withdrawal

It is the responsibility of the student to officially withdraw from a course before the official withdrawal deadline. A student who does not withdraw from a course by the deadline will receive an “F” as the final grade. Also note that under Section 51.907 of the Texas Education Code, an institution of higher education may not allow a student to drop more than six courses.

Attendance

Students are expected to attend classes regularly, and to be on time for every class period. Students can be dropped from a class due to excessive absences. Excessive tardiness may be considered absences. Any student with more than 4 unexcused absences will automatically be assigned a grade of “Fx” for the class and dropped. The grade of Fx indicates that the student was dropped for attendance reasons and the student's future financial aid may be affected. Students are responsible for subjects, assignments, and projects covered during their absences. You are expected to attend all lecture classes and labs regularly. You are also responsible for materials covered during your absences. Instructors may be willing to consult with you for make-up assignments, but it is your responsibility to contact the instructor. Class attendance is monitored daily. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences. **You may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab).**

Consult the ***Student Handbook*** for more details.

<http://www.hccs.edu/district/students/student-handbook/>

HCC Policy Statements

Access Student Policies on the web site:

<http://www.hccs.edu/district/about-us/procedures/student-rights-policies--procedures/>

HCC is committed to provide a learning and working environment that is free from discrimination on the basis of sex which includes all forms of sexual misconduct. Title IX of the Education Amendments of 1972 requires that when a complaint is filed, a prompt and thorough investigation is initiated. Complaints may be filed with the HCC Title IX Coordinator available at 713 718-8271 or email at oie@hccs.edu.

Cell Phones

All cell phones must be muted, set to vibrate, or turned off during class. Cell phone activity during class is deemed disruptive to the academic process and will not be tolerated. If you need to make or receive an emergency call, please leave the classroom. Portable music players are also not allowed, as they are unsafe due to hanging wires and issues of distraction.

Campus Carry - Houston Community College | HCC

“At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.”

The instructor reserves the right to make any changes in the syllabus if the circumstances require it.