



## INSTRUCTOR'S COURSE REQUIREMENTS

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**COURSE:        EGR 285                    DESIGN PROJECT**

**SEMESTER & YEAR:                    SPRING 2018**

INSTRUCTOR'S NAME	SECTION #	CLASS MEETING TIME	OFFICE HOURS AND OTHER CONTACT INFORMATION
Amir Niczad	H1	M 12:25-1:15	Forte 315 M W 03:05 – 04:00 pm T TH 09:30 – 10:20 am T TH 03:05 – 04:00 pm Phone: 910.410.1872 Email: <a href="mailto:asniczad@richmondcc.edu">asniczad@richmondcc.edu</a>

### METHODS OF INSTRUCTION AND EVALUATION:

STUDENT LEARNING OUTCOMES	METHODS OF INSTRUCTION	SUCCESSFUL PERFORMANCE/BEHAVIORAL INDICATORS	METHODS OF EVALUATION
1. Construct and test an instructor-approved electronic project.	<ul style="list-style-type: none"> <li>♣ Research assignment</li> <li>♣ Lecture</li> </ul>	<ul style="list-style-type: none"> <li>♣ Understand the basic AC/DC circuits.</li> <li>♣ Understand the basic Semiconductor Devices.</li> <li>♣ Understand the basic Semiconductor Applications.</li> <li>♣ Understand the basic Digital Electronics</li> <li>♣ Understand the basic Microprocessor based systems.</li> <li>♣ Understand Programmable Logic Controllers.</li> <li>♣ Understand CIM as it applies to factory automation.</li> </ul>	<ul style="list-style-type: none"> <li>♣ Progress reports</li> <li>♣ Final report</li> <li>♣ Design implementation</li> <li>♣ Design complexity</li> </ul>

STUDENT LEARNING OUTCOMES	METHODS OF INSTRUCTION	SUCCESSFUL PERFORMANCE/BEHAVIORAL INDICATORS	METHODS OF EVALUATION
		<ul style="list-style-type: none"> <li>♣ Understand the Local Area networks.</li> </ul>	
2. Write a comprehensive project progress report.	<ul style="list-style-type: none"> <li>♣ Research assignment</li> <li>♣ Guest lecturer and video presentations</li> <li>♣</li> </ul>	<ul style="list-style-type: none"> <li>• Compose and format a variety of basic technical documents.</li> </ul>	<ul style="list-style-type: none"> <li>♣ Progress reports</li> </ul>
3. Use computer aided drafting and design tools to create the circuit schematic and run a circuit simulation, when applicable.	<ul style="list-style-type: none"> <li>♣ Research assignment</li> </ul>	<ul style="list-style-type: none"> <li>♣ Use AutoCAD to draw circuit schematic or use Multisim software to simulate and run Analog or digital circuits.</li> </ul>	<ul style="list-style-type: none"> <li>♣ Progress reports</li> <li>♣ Final report</li> </ul>
4. Create detailed documentation of the theory of operation of the project, as well as the design and construction process.	<ul style="list-style-type: none"> <li>♣ Research assignment</li> <li>♣ Guest lecturer and video presentations</li> </ul>	<ul style="list-style-type: none"> <li>• Compose and format a variety of basic technical documents.</li> </ul>	<ul style="list-style-type: none"> <li>♣ Progress reports</li> <li>♣ Final report</li> </ul>
5. Create an oral presentation including the project operation and the design and construction process using a software package, such as PowerPoint.	<ul style="list-style-type: none"> <li>♣ Research assignment</li> <li>♣ Guest lecturer and video presentations</li> </ul>	<ul style="list-style-type: none"> <li>♣ Use computer applications to create and integrate visual elements in business documents and reports.</li> <li>♣ Use an appropriate style, tone, and point of view to achieve a specific purpose and address a specific audience.</li> </ul>	<ul style="list-style-type: none"> <li>♣ Final project presentation</li> </ul>
6. Demonstrate active reading, listening, speaking, and writing skills; select appropriate means and methods to communicate thoughts and ideas.	<ul style="list-style-type: none"> <li>♣ Guest lecturer and video presentations</li> </ul>	<ul style="list-style-type: none"> <li>♣ Demonstrate how to preview and review reading material</li> <li>♣ Explain how to read manual and textbook efficiently</li> <li>♣ Demonstrate effective written communication skills with Standard English.</li> </ul>	<ul style="list-style-type: none"> <li>♣ Progress report</li> <li>♣ Final project report</li> </ul>

## TENTATIVE CLASS SCHEDULE AND ASSIGNMENTS:

Week1 - Week2      Project selection, Instructor's approval, weekly progress report

Week3 - Week14    Project Implementation, Weekly progress report.

Week15 - Week 16   Project completion, Formal report.

[Academic Calendar](#)

### Policies and Important Information

#### 1. Attendance:

Promptness and regular class attendance are expected of all students. An absence, excused or unexcused, does not relieve the student of any course requirement. Attendance is required and punctuality is expected! A student is responsible for all the work, including tests, quizzes, lab work and any other assignments, of all class meetings. Following are the guidelines used by RCC Engineering department regarding students' attendance.

1	Missing more than 10% of classes. (Unexcused absence)	Student's average grade will be dropped by 5 points.
2	Missing Weekly progress report	Student will receive a grade of zero
	Submitting progress report late	Deduct 5 Pts for each day past the due date. Receiving the PR on Monday will count as a day.
2	Tardy	Miss more than 10 minutes of class or lab time
3	Three tardy accounts	Equals one absence

2. **Grading Scale:** The final grade will be based on the following criteria:

Design complexity .....	10%
Progress report .....	30%
Project construction & completion .....	50%
Final report (including the complete project implementation) .....	5%
Oral Presentation .....	5%

A=100-93; B=92-85; C=84-78; D=77-70; F=69-0.

3. **Withdrawal:** If you are going to drop one or more classes, you should follow the school's procedure. See a counselor or your instructor and obtain a drop form. This form should be signed by your instructor and returned to Student Development. You may also withdraw over the telephone by calling Student Development.

4. **Responsibility for Work:** The student is responsible for all material, assignments, and announcements in class. If you miss class, you should get class notes and assignments from another student or contact the instructor.

5. **Discipline Policy:** The school has a discipline policy which will be enforced. Under it, the college has the right to decline admission, to reprimand, to place on probation, to suspend, to expel, or to require the withdrawal of a student for just cause when it is deemed in the best interest of the college. A list of offenses is found in the College Catalog.

6. **Grievance Procedure:** If you have a complaint, try to work it out with the instructor. If this is not possible, talk to the department chair. If you can't work out the problem with the department chair, talk to the division chair for the department. If the issue still cannot be resolved, then talk to the Vice-President for Instruction.

7. **Other Notes:** It is against school policy for children to accompany adults to class. It is against school policy to have food or drinks in classrooms.

8. **Final Exam:** The final exam for this course is scheduled for Last Day of Class.

Note: If the college is closed during any of the exam days, the exam schedule will resume on the next day the college is open, completing the remaining exams.

9. **Academic Freedom:** Students' rights to express dissenting opinions from that held by the instructor are upheld. No student will be penalized for disagreeing with the instructor's opinion. However, students should know the difference between opinion and fact, as factual information is not subject to debate.

10. **Internet Use in the Classroom:** Connecting classrooms to the Internet and college computing resources opens immense possibilities for learning—but it also opens the risk of **losing student attention** to e-mail, instant messaging, web surfing, MP3 downloads, and even network hacking. Due to the increasing demands in technology and education, the internet is deemed necessary but should not be abused or accessed while in the classroom for these purposes. While in the classroom, Internet access is **prohibited while the instructor is lecturing** or when the class is involved in classroom exercises that do not include the internet. Internet activity will only be permitted when authorized by the instructor. There are **NO** exceptions to this classroom Policy.
11. **Late Work:** Assignments submitted late will be assessed a penalty of **-5 points** per school day late. Monday-Friday is counted 1 day each (weekends are counted as one day). The late penalty policy does **NOT** apply to the final term project, simply because late final projects will **NOT** be accepted due to end-of-the-semester grading constraints.
12. **Makeup Tests:** When students have missed a test, the student may be allowed to make up the test **ONLY** if the instructor permits. Otherwise **ALL** test should be taken at the appropriated times.
13. **Cell Phones and Electronic Devices:** Classroom disruption by cell phones or other electronic devices is prohibited. All cell phones and similar electronic devices must remain turned off and out of sight for the duration of class. This includes headphones and Bluetooth devices. Personal Laptops, Net-books, I-pads, etc. are also prohibited without prior permission from your instructor. **If a student violates this policy, they will be asked to leave the classroom and be counted absent for the remainder of the class period or surrender their cell phone to the instructor for the remainder of the class. If a cell phone or an electronic device is used for cheating during a test, a student will be given a zero and given a failing grade for the class.** Cheating at RCC is not tolerated and may result in further disciplinary action. Exceptions to this policy, needs prior approval from the instructor before the class starts.
14. **Classroom and Campus Security requirements: Student IDs:** It is **required** that Student IDs be worn at **ALL** times while on Campus. All IDs must be clearly displayed on the front of an individual. Failure to display your Student ID on an ongoing basis will be Reported to the VP of Student Development and may result in disciplinary action.
15. **Classroom Doors:** The door will remain **locked** at all times while class is in session. (This is according to college policy.)
16. **RCC's Dress Code:** Appearance: You are expected to dress appropriately for the classroom environment. Sagging pants, clothing/jewelry with drug related signs, low cut tops, see through garments, too-short shorts, short skirts, leggings worn alone, halter tops, short midriff tops are not acceptable. No hats or head gear are allowed in the classroom. No gang affiliation is to be displayed. The instructor will notify any student if he/she is inappropriately dressed. If a student is found in violation of the above dress code, the garment error will be immediately corrected and the student can remain in class;

or the student will be sent home to correct the garment error; or failure to comply with garment error will result in the student being referred to the Discipline Committee.

17. **Contacting Instructor:** I am normally available during my posted office hours. I am available at other times if needed. The best way to contact me, by far, is e-mail or phone. Regardless of contact method, I return messages no later than 1 business day except under extenuating circumstances. If you are having a problem with your instructor you may discuss the issue with my immediate supervisor Dr. Devon Hall, Dean of Applied Sciences & Engineering. Dr. Hall's office is located in the Lee building room 059. Dr. Hall can also be reached by telephone at (910) 410-1912 or by email at [dghall@richmondcc.edu](mailto:dghall@richmondcc.edu)

18. **Students with disabilities:** Richmond Community College complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, which require that no qualified student with a disability be excluded from participation in or be denied the benefits of any services, programs or activities on the basis of his or her disability. If accommodations in the classroom and/or in extracurricular activities are required, the student is encouraged to contact the Disability Services Counselor in Student Services prior to the start of the semester; however, a student may request accommodations at any time. Reasonable accommodations may take up to three (3) weeks to implement. Richmond Community College is committed to providing support and services to students with disabilities to help them obtain a quality education and to reach their goals. Assistance is provided, as necessary, and is intended to help students participate in and benefit from the programs and activities enjoyed by all students.

19. **Weather Delay:** If the College is on a two-hour delayed schedule, the class will meet on a regular time.