



2025-2026 COURSE SYLLABUS INTRODUCTION TO DRAFTING & DESIGN

Room Number: A-106

Tutorial Days: MONDAYS 3:45-4:45 pm

Teacher: NUNNINK

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Email: munnink@apsk12.org

Course Description:

Introduction to Drafting and Design is the foundational course for the Engineering Drafting and Design pathway. Emphasis is placed on safety, geometric construction, fundamentals of computer-aided drafting, and multi-view drawings. Students learn drafting techniques through the study of geometric construction at which time they are introduced to computer-aided drafting and design. The standards are aligned with the national standards of the American Design Drafting Association (ADDA). Technology Student Association (TSA) projects and other co-curricular challenges allow students to show depth of knowledge in engineering literacy and prepare them for future opportunities in the field of engineering. [CAREERS FOR DRAFTERS](#)

Prerequisite for this course: advisor/counselor approval.

Course Content Standard - (www.georgiastandards.org)

- AC-IDD-1 Demonstrate employability skills required by business and industry.
- AC-IDD-2 Identify the disciplines related to architectural and engineering professions.
- AC-IDD-3 Demonstrate the knowledge and skills to properly use tools and equipment safely.
- AC-IDD-4 Demonstrate the correct use and management of all drafting tools and supplies.
- AC-IDD-5 Create technical freehand sketches.
- AC-IDD-6 Demonstrate proper lettering techniques.
- AC-IDD-7 Demonstrate the use of proper line types.
- AC-IDD-8 Demonstrate the ability to read and draw using the proper scale.
- AC-IDD-9 Demonstrate the knowledge and skills of computer operations.
- AC-IDD-10 Create and dimension single view drawings while applying geometric construction.
- AC-IDD-11 Utilize orthographic projection to create and dimension multi-view drawings manually and using CADD.

Course Outline

[Scope & Sequence](#)

https://docs.google.com/spreadsheets/d/1Z_lxEwsnyN2zXHvEuyEhhavQk1k5TSSQwsUa7y5UFQ/edit?usp=sharing

Technology Student Association

Georgia TSA prepares its members to be successful leaders in a technological society through co-curricular activities like communication, leadership, teamwork, and competitive skill development. Students are exposed to leadership learning and opportunities through officer opportunities, committee participation, and leadership activities that are incorporated in the classroom and/or chapter meetings. TSA offers >40 competitive events for high school students. TSA events appeal to a wide audience! Events include biotechnology design, CAD, VEX, electric vehicle rally, promotional design, children's stories, architecture, fashion tech, geospatial tech, CIM, and more! Find out about TSA at these links: <https://www.gatsa.org> <https://tsaweb.org/>

Midtown TSA 2025-2026 Calendar

Event	Date of Event	Fee Due	Cost	Location
Tech Day	6 October	6 Sept	\$35	GA National Fairground, Perry
Fall Leadership Conference	14-16 November	20 Oct	\$175	Jekyll, Island, GA Conference Center
State Leadership Conference	17-21 March	1 Feb	\$250	Classic Center, Athens, GA
National TSA Conference	22-26 June	1 May	TBD	National Harbor, Maryland

Student dues for TSA membership are **\$30**.

Pay Online: Midtown High School website <https://apsk12.schoolcashonline.com/>

Go to Quick links, Go to Desktop –right-side, Choose -Pay School Fee Online, Choose –High School, Choose – Midtown High, Choose – TSA Event or Product

Evaluation and Grading

Course Components	Weights	Grading Scale	
Formative Classwork (grading floor of 50)	40%	100-90	A
Summative	60%	89-80	B
TOTAL	100%	79-70	C
		69-0	F
		*Not Evaluated	*NE

**NE (not evaluated): Tasks may be entered into the "Formative Classwork" category as not evaluated/not graded/unweighted in order to record formative tasks included in instruction*

1. **Formative classwork category:** Grading floor of 50
 - a. "Missing" calculated as 50
 - b. Graded tasks with earned scores of 50 or below are entered as 50.
2. **Summative category:**
 - a. Students' grades are entered as earned.
 - b. Reassessment opportunities are mandatory for students on summative tasks (labs excluded) when they score 69% or below.
 - c. Reassessment opportunities are optional for students on summative tasks (labs excluded) when they score 70% or above.
 - d. Reassessment procedures vary slightly by subject and may include re-exams, test corrections, and/or written revisions. The reassessment score will replace the original score if higher. Students have one opportunity for reassessment.
 - e. In order to qualify for the reassessment, the student must attend the teacher's tutorial and complete or revise formative classwork.
 - f. ***The reassessment opportunity does not apply to final exams.***
 - g. If students do not demonstrate mastery on the reassessment, they are eligible for unit recovery through Edgenuity or Progress Learning.
3. **Late assignments:** A late assignment is defined as work submitted after the teacher collected the assignment.
 - ◆ Tasks in the **formative classwork category** must be submitted by the date of the **summative assessment for that unit. Teachers will make these deadlines clear in Schoology.**
 - ◆ For tasks in the summative grading category, late work deadlines are outlined below.
 - ◆ Teachers will enter 50 with a comment of "missing" if a formative classwork task is missing. If the student turns the task in prior to the deadline (see first bullet above), the assignment will be scored based on mastery of the standard(s) and entered into the grade book.

Summative Task Deadlines: 2024-2025 School Year

First semester August 4-December 19, 2025	Midpoint: 10/3	Deadline 9/22 for summatives and summative reassessments in the summative category that were due 8/4-9/19*
		Deadline 12/8 for summatives and summative reassessments in the summative category that were due 9/22-12/5*
Second semester January 6-May 22, 2026	Midpoint: 3/13	Deadline 3/2 for summatives and summative reassessments in the summative category that were due 1/6-2/27*
		Deadline 5/18 for summatives and summative reassessments in the summative category that were due 3/2-5/15*

*Initial submissions and reassessments (1 per exam) in the summative category must be completed by these deadlines. As stated above, formative work must be submitted by the date of the summative assessment for that unit (not when the student reassessed).

Academic Dishonesty

- It is the responsibility of every student and employee to exhibit honesty, trust, fairness, and respect in all academic pursuits. Cheating, plagiarism, and other acts of academic dishonesty are strictly prohibited. Examples of academic dishonesty include but are not limited to: copying or "borrowing" from another source and submitting it as one's own work; seeking or accepting unauthorized assistance on tests, projects or other assignments; fabricating data or resources; providing or receiving test questions in advance without permission; or working collaboratively with other students when individual work is expected.
- Use of any portable electronic device during a test, quiz, or completion of graded assignment is considered cheating and is strictly prohibited
- Students will receive zeroes for cheating on formatives and summatives with no chance to recover those zeroes ([Supported by APS policy](#). See section 5.1.). Students also receive a disciplinary consequence per the [APS student handbook](#), page 45, and consequences are documented in the student's behavior file in Infinite Campus. Consequences range from detention, in-school suspension, out-of-school suspension, disciplinary tribunal, and assignment to alternative school. Students who cheat on standardized tests such as the Milestones risk their exams being invalidated.

Student Conduct and Conduct Grades

Students at Midtown High School are expected to do the following:

- To attend school daily, and to attend all classes and be on time.
- To come to class prepared with proper materials, such as textbooks, pencils, and paper.
- To be aware of all rules and expectations or changes in these rules and regulations defining proper student behavior. Each student should conduct him/herself accordingly.
- To be willing to volunteer information in disciplinary cases should it be necessary.
- To maintain a clean and pleasant atmosphere in the buildings and on the grounds.

- To respect fellow students, their rights, views, and their persons. School is both a right and a responsibility.

Student Conduct Grades and Guidelines

An unweighted conduct grade will be entered in Infinite Campus for each student in each class. This conduct grade may fluctuate throughout the semester based on the rubric below and will be a general assessment of the student's engagement and behavior in the class. The teacher will contact parents if their students have conduct grades of C or F. The final unweighted conduct grade will appear on the mid-semester and end-of-semester report cards.

A: Student contributes positively to teaching and learning. Student sets an example for others. Student is on task and well-behaved. Student rarely requires redirection.

B: Student contributes to teaching and learning. Student is usually on task and well-behaved, but occasionally requires redirection.

C: Student is sometimes on task but can be a distraction to teaching and learning.

F: Student is a chronic distraction to teaching and learning. Student is consistently off task, requiring repeated redirection.

Campus Portal for Parents and Guardians

(class schedules, attendance records, grades):

- <https://ic.apsk12.org/campus/portal/atlanta.jsp>
- To activate your account/receive your login activation key, please contact Mr. Montero at bmontero@atlanta.k12.ga.us.

Schoology

Is a K-12 educational learning management system and an all-in-one platform for teaching, learning, assessing, and reporting grades and data. The goal for an LMS is to allow a school to have a central piece of technology to be the platform for communicating with students, teachers, families, and administration. Students access Schoology through MyBackpack.

Required Materials

Your supplies will be stored in the stockroom. You will not be able to access them outside of school, so if you miss class plan to attend a tutorial.

School-wide Behavioral Expectations

Be present, be respectful, be responsible, be on task, be peaceful, be productive problem solvers.

Classroom Expectations

- *Attend daily; be prepared.*
- *Work diligently with a GROWTH mindset (read the poster in class for clarification).*
- *Support other students in learning and focus by modeling learning and focus.*
- *Ask questions and be a brave advocate for your learning and development.*
- *Let me know where/how you are; I want to meet you there and support you no matter what is going on or how bad it might feel.*
- *Lastly: Cell phones (NON-NEGOTIABLE): All students are required to place their cell phones in a Yondr upon entry to the school. No cell phones are to be visible at any time during the school day. Cell phones are a distraction to the learning environment and eliminating them during the school day will help ensure student success.*

School-wide Expectations

MASTERY LEARNING: With mastery learning, a unit of material is taught, and student understanding is evaluated before students are able to move on to the next unit. Students who have not shown mastery for a particular unit will receive feedback and support in reaching mastery. They may be given practice exercises, study guides, group work or complementary resources to help them improve and achieve mastery. Students who demonstrate mastery of the content for a particular unit early are given enrichment exercises like special projects, tasks or academic games to further or broaden their knowledge of the material.

For additional help:

- [Tutor ATL](#)
- [Paper](#)

PROGRESS REPORTS: Parents and guardians are informed when students are making unsatisfactory progress in classes. Poor performance will be reported to parents and guardians as soon as problems are evident. Progress reports with plans for remediation will be provided for all students making unsatisfactory progress, and parent-guardians conferences must be scheduled. Unsatisfactory grades should never come as a surprise to parents, guardians, or students. Also, see Board Policy Administrative Regulation IHA-R(1) under “Students in danger of not meeting academic expectations” for further information. Teachers will:

- Contact parents/guardians early in the semester if academic, attendance, or behavioral difficulties are apparent.
- Notify the counselor, Student Support Team (SST)/Response to Intervention (RTI) Chair, and/or an assistant principal of serious problems that are affecting classroom performance.
- Set up parent conferences as necessary

ATHLETIC ELIGIBILITY: Students wanting to participate in athletic programs governed by the GHSA and extracurricular activities must meet eligibility requirements to participate. The Athletic Director (and the Extracurricular Activities sponsors) will collaborate with teachers to monitor and to identify students in danger of failing courses. A master list of students participating in extracurricular activities and athletics under the auspices of the GHSA will be available to all staff.

Our Vision: A high-performing school where educators inspire, families engage, and students love to learn.

Our Mission: Every student will graduate college and career ready with a dedication to community involvement and service.

Midtown Graduate Profile (5 Cs): Creative, collaborative, critical thinker, communicative, and a good citizen.

Midtown Community Resource Guide: <https://www.atlantapublicschools.us/domain/11155>

For Mental Health Crisis you may call the Georgia Crisis & Access Line at 1-800-715-4225.

Resources:

<https://suicidepreventionlifeline.org/>

<https://namiga.org/georgia-crisis-and-access-line/>

<https://www.crisistextline.org>

See Something Say Something Anonymous Line: 1-844-5-SAYNOW

School Counseling Site for Resources/Documents:

<https://www.atlantapublicschools.us/Page/46013>



Receipt of Syllabus

Teachers will create an unweighted task in Schoology where students will “sign” to acknowledge receipt of the syllabus and confirm that they shared the course syllabus with their parents/guardians.

SIGN HERE: _____