

# BLUEPRINT READING (90 Hours)

Course No.: 74-25-60

## COMPETENCY CHECKLIST

Student Name \_\_\_\_\_

Teacher Name \_\_\_\_\_ School Site \_\_\_\_\_

Start Date \_\_\_\_\_ Completion Date \_\_\_\_\_ Certificate Date \_\_\_\_\_

Teacher Signature \_\_\_\_\_ Student Signature \_\_\_\_\_

(Signatures verify completion of course competencies)

### A. ORIENTATION AND SAFETY (2 hrs)

- \_\_\_\_\_ 1. Scope and purpose of course
- \_\_\_\_\_ 2. Course content as part of Linked Learning
- \_\_\_\_\_ 3. Classroom policies and procedures
- \_\_\_\_\_ 4. First aid/emergency procedures
- \_\_\_\_\_ 5. Occupations available in industry
- \_\_\_\_\_ 6. Gender equity
- \_\_\_\_\_ 7. Impact of EPA legislation
- \_\_\_\_\_ 8. Procedures: Contacting proper authorities
- \_\_\_\_\_ 9. MSDS as it applies to the architectural CAD
- \_\_\_\_\_ 10. Provisions of CA Title 24 Energy Standards
- \_\_\_\_\_ 11. CAL/OSHA laws governing architectural CAD
- \_\_\_\_\_ 12. Responsibilities for a safe workplace
- \_\_\_\_\_ 13. Pass safety test

### B. BASIC DRAFTING TECHNIQUES (5 hrs)

- \_\_\_\_\_ 1. Define listed terms related to topic
- \_\_\_\_\_ 2. Dimensioning and pictorial drawing
- \_\_\_\_\_ 3. Demonstrate general drafting practices

### C. DIMENSIONING (5 hrs)

- \_\_\_\_\_ 1. Define listed terms related to topic
- \_\_\_\_\_ 2. Demo listed dimensioning techniques

### D. TOLERANCE (5 hrs)

- \_\_\_\_\_ 1. Define tolerance
- \_\_\_\_\_ 2. Importance of tolerance in drafting
- \_\_\_\_\_ 3. Tolerance notations/locations on drawings

### E. SECTIONAL VIEWS (10 hrs)

- \_\_\_\_\_ 1. Define sectional views
- \_\_\_\_\_ 2. Types/applications for sectional views
- \_\_\_\_\_ 3. Demo drawing sectional views by hand

### F. AUXILIARY VIEWS (10 hrs)

- \_\_\_\_\_ 1. Auxiliary and secondary auxiliary views
- \_\_\_\_\_ 2. Application/use of auxiliary views

- \_\_\_\_\_ 3. Draw an object using an auxiliary view

### G. REVOLUTIONS (5 hrs)

- \_\_\_\_\_ 1. Define revolution and axis of revolution
- \_\_\_\_\_ 2. Function and use of revolutions
- \_\_\_\_\_ 3. Draw various objects with revolutions

### H. DRAFTING REFERENCES (5 hrs)

- \_\_\_\_\_ 1. Identify listed items related to topic
- \_\_\_\_\_ 2. Function of publications and design standards

### I. DRAWING TYPES (15 hrs)

- \_\_\_\_\_ 1. Working drawing & assembly drawing
- \_\_\_\_\_ 2. Demo hand & CAD drawing types

### J. BLUEPRINT READING (25 hrs)

- \_\_\_\_\_ 1. Define listed terms related to topic
- \_\_\_\_\_ 2. Describe terms as they apply to blueprints
- \_\_\_\_\_ 3. Define/identify basic blueprint components
- \_\_\_\_\_ 4. Demo listed blueprint skills/techniques

### K. EMPLOYABILITY SKILLS (3 hrs)

- \_\_\_\_\_ 1. Employer requirements in an employee
- \_\_\_\_\_ 2. Identify potential employers thru job search
- \_\_\_\_\_ 3. Role of social networking in job search
- \_\_\_\_\_ 4. Sample résumé/cover letters
- \_\_\_\_\_ 5. Importance accurate and legible application
- \_\_\_\_\_ 6. Common mistakes made on job application
- \_\_\_\_\_ 7. Complete sample job application forms
- \_\_\_\_\_ 8. Enthusiasm on the job
- \_\_\_\_\_ 9. Appropriate appearance on a job
- \_\_\_\_\_ 10. Upgrading of skills on a job
- \_\_\_\_\_ 11. Customer service to build relationships
- \_\_\_\_\_ 12. Appropriate interviewing techniques
- \_\_\_\_\_ 13. Materials/resources for successful interview
- \_\_\_\_\_ 14. Sample follow-up letters
- \_\_\_\_\_ 15. Appropriate follow-up procedures