

EID 202 COURSE SYLLABUS

Fall 2026

Class hours: Section 1 M/W 6:00 pm - 7:50 pm

Classroom: Eiben 108

INSTRUCTOR INFORMATION: Beth Sepp

Office Location: N/A

elizabeth.sepp@chaminade.edu

Office Hours: By Appointment

COMMUNICATION:

The best way to reach me is via email. Please make note of my correct email address above. Please allow 24-48 hours for a response. Email is also the primary method that I will communicate with you outside of class, please check your CUH email regularly.

I am frequently on campus outside of class time to grade your work. I am happy to work with you during those times if you have questions or need extra help.

You may also schedule a time to meet with me outside of class.

COURSE DESCRIPTION:

EID 202 Introduction to Technical Drawing (3cr)

Introduction to various types of technical drawing, including orthographic, perspective, axonometric, and field sketching. Emphasis on hand drafting and the knowledge of mechanical drawing tools and techniques used in the field of architecture and interior design. Students will learn to both read and execute construction drawings such as floor plans, elevations, and sections, in order to later apply these skills to translate their own design work.

OBJECTIVES:

The purpose of this course is to prepare you to communicate design ideas through the technical language of the architect/interior designer/builder, including how to read and understand construction documents. There are four types of technical drawings that will be covered: orthographic, axonometric, perspectival, and freehand; skills that will be covered include:

- architectural drawing conventions and symbols
- architectural detail drawings
- electrical and lighting diagrams
- field sketching and documentation
- furniture and fixture layouts
- dimensioning and noting

CLASS FORMAT:

The first class of the week will begin with a lecture introducing a new drawing type and explanation of techniques, followed by in-class exercises and assignments. The second class of the week will be spent working on the drawing/assignment for the week. All drawings will be worked on in class but can be completed outside of class if needed. Drawings will be done on tracing paper first. I will review the tracing paper drawings for errors and ways to improve. After corrections have been made, drawings will be traced onto vellum for its final version. Each completed tracing paper drawing must be submitted by the first class the following week, before

the beginning of the lecture. All work should be submitted in the drawer for this class. After vellum copies have been completed, students should keep their trace underlays as these will be necessary for the construction of subsequent drawings. It is imperative to purchase all the prescribed materials and tools during the first week of the course, and bring them to each class; without these items, you will not be able to participate in the classwork. I do not loan materials. By the end of the semester, each student will have produced a drawing package that reflects the body of knowledge and skills they have acquired throughout the course.

TIME ALLOCATION:

This is a three-credit hour course requiring 135 clock hours of student engagement, per the official CUH Credit Hour Policy. Over the 15 weeks of this course, students will spend 53 hours in class. The remaining 77 hours will be spent working on exercises, self-evaluating your work, making revisions to drawings, construction drawing package - including transferring final copies to vellum.

ATTENDANCE:

Attendance is a vital part of your success in this course. Students who utilize class time to work on their projects are typically the most successful, produce the best quality work, and are better prepared for future classes. Should you have to miss a class, please inform me in advance when possible. No matter your reason for missing a class, you will be responsible to make up any missed work. It is highly recommended that you make arrangements with one of your classmates to review what was missed in class; do not expect the instructor to repeat the lecture or make special accommodations due to absence. Please come prepared and do not be late, as tardiness disrupts the class.

Excused Absence: Illness with documentation, family emergency, required university-sponsored activity

Unexcused Absence: Any absence not pre-approved or documented.

Warning Threshold: More than 2 unexcused absences — instructor may notify student

Grade Penalty: More than 3 unexcused absences — final grade lowered by one letter

Course Failure: More than 6 unexcused absences — student may receive a failing grade

Late Arrival / Early Departure: Arriving more than 15 minutes late counts as a tardy; 2 tardies = 1 absence

EVALUATION CRITERIA:

Students will be evaluated primarily by the drawings they produce—but also on attendance and participation. All projects must be completed and submitted on time, unless otherwise arranged in advance. Any unexcused late submissions will be dropped by one letter grade. All assignments and projects must be submitted on paper; no digital submissions will be accepted. Any assignments submitted over one week late will not be accepted. All assignments must be submitted on paper. The type of paper is dependent upon the assignment. No digital copies, or digital sketches etc will be accepted.

Communication is critical regarding your attendance and submissions of assignments and projects. Again, email is the best way to communicate with me, please check your CUH email regularly.

Construction drawing packages are graded on the following criteria:

- Completeness
- Accuracy
- Consistency
- Dimensions and labels
- Lettering
- Line weights
- Neatness

GRADING:

Drafting exercises and tracing paper drawings will be given equal points based on being complete/incomplete and on time/late.

Your grades for the course will be weighted as follows:

Drafting exercises	20%
Attendance/In-class participation	20%
Construction drawing package	60%

Grading scale for final grades as follows:

A = 90% and above
B = 80-89%
C = 70-79%
D = 60-69%
F = 59% and below

Extra Credit: Extra credit will be given for completing a drawing in addition to the required 10 sheets. Additional drawings may not be used to replace a required drawing, and will not be counted unless all the required sheets are complete.

CLASSROOM POLICIES:

Cellphones, tablets, and laptops -

Out of consideration for others, please keep your phones on silent during class. Students found texting, using social media, or taking non-critical calls during class will be asked to leave and it will be counted against your attendance.

Listening to music or podcasts etc with headphones during times that you are working individually is permitted. Please be mindful of volume, as use of headphones does not necessarily mean others cannot hear what you are listening to. While you are welcome to listen, watching videos, movies, shows etc is not permitted. It is distracting to both you and your fellow students.

Use of classroom and equipment -

Students are not permitted to use the smart screens or instructors' computer stations.

Students are permitted to use the classrooms, drafting tables, and student computers when classes are not in session. Per campus security, access to the classrooms and resource center is available from 7:30 am to 12:00 am. If the building or room is locked and you need access to do work during those hours, you may contact Campus Security to be let in. A list of student names will be sent to the security office. You should have your student ID with you should security request it to check it against the list. Sleeping in the classrooms or resource center is not permitted. Please be kind and respectful of the security guards and comply if asked to leave.

Campus Security (808) 735-4792

Please be respectful of everyone at all times - this extends to not only students but also instructors, staff, and security. Be mindful of how your behaviors affect others. Respect differences and ideas. Observe and practice the "platinum rule" - Do unto others as they'd like done unto them.

Don't suffer in silence. If you need further explanation or help, I can't always know that without communication from you. I want you to learn as much as you can so that you are well prepared for your future classes. I am here to be of assistance in that learning process, please help me, help you.

COURSE LEARNING OUTCOMES:

Technical Drawing Comprehension

Students will be able to read and comprehend a set of basic construction documents.

PO [2][5] / CIDA [6][13] - EMERGING

Technical Drawing Execution

Students will be able to execute a basic set of construction documents.

PO [2][5] / CIDA [6][13] - EMERGING

Design & Construction Methods

Students will be able to correlate principles of technical drawing to both the process of design and the methods of construction.

PO [2][5] / CIDA [6][13] - EMERGING

EID PROGRAM LEARNING OUTCOMES:

1. Professionalism – understand, apply and participate in ethical design practices on a personal, project, peer and industry-wide level. *(CIDA 2, 3, 4, 5, 6, 7, 8, 11, 12, 13, 14)*
2. Process – ability to identify problems/challenges and demonstrate an understanding of the complete design process from inception to installation, execute documentation supporting design decisions and effect comprehensive, creative, focused and functional design solutions. *(CIDA 4, 6, 9, 10, 11, 12, 13, 14)*
3. Principles & Priorities – integration of pedagogy, research, historic contexts, theory, and interdisciplinary collaboration to effectively and creatively analyze, evaluate and execute best design practices resulting in functional and aesthetically inspiring design. *(CIDA 2, 3, 4, 5, 6, 8, 9, 10, 12, 13, 14)*
4. Public & Environmental Protection – demonstrate an understanding of the concepts, resources and implications of design decisions relative to the human interaction, technological impact and ecological balance of the built environment. *(CIDA 2, 3, 4, 7, 8, 10, 12, 13, 14)*
5. Presentation – demonstrate ability to communicate design concepts and problem solving justifications through written, oral and a variety of visual media. *(CIDA 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14)*

MARIANIST VALUES

An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith.
2. Provide an integral, quality education.
3. Educate in family spirit.
4. Educate for service, justice and peace, and integrity of creation.
5. Educate for adaptation and change.

This course reflects the Marianist value of educating for adaptation and change by developing students' ability to communicate design ideas clearly, accurately, and effectively through technical drawings. By learning both traditional hand-drafting techniques and the conventions used in architectural and interior design documentation, students build a strong foundation that prepares them to adapt these skills to evolving technologies, professional practices, and future design challenges. This foundation helps students as they

develop the skill to focus on the individual needs for projects (clients), and express the designs that meet those needs.

NATIVE HAWAIIAN VALUES

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Ōlelo No'eau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua ('Ōlelo No'eau 364) May I live by God.
2. Provide an Integral, Quality Education (Na'auao) Lawe i ka ma'alea a kū'ono'ono ('Ōlelo No'eau 1957) Acquire skill and make it deep.
3. Educate in Family Spirit ('Ohana) 'Ike aku, 'ike mai, kōkua aku kōkua mai; pela iho la ka nohana 'ohana ('Ōlelo No'eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship.
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no'eau ('Ōlelo No'eau 1430) Education is the standing torch of wisdom.
5. Educate for Adaptation and Change (Aina) 'A'ohe pau ka 'ike i ka hālau ho'okahi ('Ōlelo No'eau 203) All knowledge is not taught in the same school

ALIGNMENT OF COURSE LEARNING OUTCOMES

	CLO 1: Technical Drawing Comprehension	CLO 2: Technical Drawing Execution	CLO 3: Design & Construction Methods
Marianist & Native Hawaiian Values	2	2, 5	2, 3, 5
PLOs (EID)	PLO 2, 5	PLO 2, 5	PLO 2, 5
CIDA Outcomes	6, 13	6, 13	6, 13

ESSENTIAL INFORMATION FOR STUDENTS

Academic Honesty

Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, plagiarism, and unauthorized and/or undisclosed AI usage, in addition to more obvious dishonesty. See catalog section Student Use of Artificial Intelligence in Academic Work for further information.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Director of the Academic College. Punishment for academic dishonesty will be determined by the instructor, Director, and the Dean of Academic College and may

include an “F” grade for the work in question, an “F” grade for the course, academic notice, or dismissal from the University.

Please also refer to the Academic Honesty Policy on the Chaminade University Catalog website.

TITLE IX AND NONDISCRIMINATION STATEMENT:

Chaminade University of Honolulu is committed to providing a learning, working and living environment that promotes the dignity of all people, inclusivity and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. For pregnant and parenting students, I am also obligated to provide you with similar resources for support and protections available to you. My goal is to make sure that you are aware of the range of options available to you and have access to the resources and support you need.

Contact information and reporting options: chaminade.edu/titleix/nondiscrimination/.

File a report via the Campus Incident Report Form.

Nondiscrimination Policy & Notice of Nondiscrimination

The university is committed to comply with all State and Federal statutes, rules, and regulations which prohibit discrimination. The university is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin (including shared ancestry and ethnic characteristics), ancestry, citizenship, disability, genetic information, marital status, breastfeeding, arrest and court record (except as permissible under State law), sexual orientation, or status as a covered veteran. Inquiries about Title IX or general Civil Rights concerns may be referred to the University’s Title IX Coordinator, the U.S. Department of Education’s Office for Civil Rights, or both and contact information may be found [HERE](#).

On-campus Confidential Resources may also be found here at [CAMPUS CONFIDENTIAL RESOURCES](#).

The University’s Nondiscrimination Policy and Grievance Procedures can be located on the University webpage at: <https://chaminade.edu/compliance/title-ix-nondiscrimination-policies-procedures/>.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the [Campus Incident Report form](#). Chaminade University of Honolulu prohibits sex discrimination in any education program or activity that it operates.

The NOTICE of NONDISCRIMINATION can be found here: Notice of Nondiscrimination.

Hazing Prevention Resources and Athlete Helpline:

Assists athletes, parents, coaches, and any allies interested in ensuring physical and mental safety for sports communities by offering confidential emotional support, crisis intervention, informational athlete-focused resources, and guidance related to concerns about any type of abuse—including hazing.

Chaminade University’s Hazing Policy: <https://catalog.chaminade.edu/studenthandbook/codeofconduct>

<https://hazingpreventionnetwork.org/athlete-helpline/>

<https://hazingpreventionnetwork.org/how-to-report-hazing/>

Basic Needs Resources:

Basic needs are the essential resources required for individuals to survive and thrive—such as food, housing, clothing, safety, financial stability, and overall wellness. Basic needs security is a key social determinant of health; without it, college students may struggle academically, face limited social mobility, and experience deepening inequities. To support Chaminade University students, the website below offers information and links to on-campus and local community resources that help meet these critical needs.

<https://chaminade.edu/basic-needs/>

Campus Safety/ SafeSwords

A program for students, faculty and staff, who may feel uncomfortable or unsafe walking alone on campus, at any time of the day. Call security, and a security professional will meet you at your location on campus. The security professional will escort you to your residence hall, car, etc. Students may utilize this when walking to and from night classes around campus or after late night events.

Campus security (808) 735-4792

<https://chaminade.edu/student-life/security/campus-safeswords-program/>

CUH Alert Emergency Notification

To get the latest emergency communication from Chaminade University, students' cell numbers will be connected to Chaminade's emergency notification text system. When you log in to the Chaminade portal, you will be asked to provide some emergency contact information. If you provide a cellphone number, you will receive a text from our emergency notification system asking you to confirm your number. You must respond to that message to complete your registration and get emergency notifications on your phone.

Assessment for Student Work

With the goal of continuing to improve the quality of educational services offered to students, Chaminade University conducts assessments of student achievement of course, program, and institutional learning outcomes. Student work is used anonymously as the basis of these assessments, and the work you do in this course may be used in these assessment efforts.

Student with Disabilities Statement

Chaminade University of Honolulu offers accommodations for all actively enrolled students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (2008).

Students are responsible for contacting Kokua Ike: Center for Student Learning to schedule an appointment. Verification of their disability will be requested through appropriate documentation and once received it will take up to approximately 2–3 weeks to review them. Appropriate paperwork will be completed by the student before notification will be sent out to their instructors. Accommodation paperwork will not be automatically sent out to instructors each semester, as the student is responsible to notify Kokua Ike via email at ada@chaminade.edu each semester if changes or notifications are needed.

Kōkua 'Ike: Tutoring & Learning Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua 'Ike: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and

Professional Tutors. Please check Kōkua 'Ike's website for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click on Account > TutorMe. For more information, please contact Kōkua 'Ike at tutoring@chaminade.edu or 808-739-8305.

<https://chaminade.edu/kokua-ike/>

ADDITIONAL INFORMATION AND RESOURCES:

Office of Student Success— includes academic advising, career development, tutoring and learning services, military student benefits, registrar and records, and study abroad
advising@chaminade.edu
(808) 735-4815

Campus Ministry - Chaminade's Campus Ministry invites all students (regardless of religious tradition) to explore their connection with the Divine and improve their spiritual health while building community and serving others.
cuhministry@chaminade.edu
808.735.4774

Counseling - Tredtin Hall, Room 201, M-F 8:30am - 4:30pm
counselingcenter@chaminade.edu
(808) 735-4845

988 Suicide & Crisis Lifelines - Understands that life's challenges can sometimes be difficult. Whether you're facing mental health struggles, emotional distress, alcohol or drug use concerns, or just need someone to talk to, caring counselors are there for you. You are not alone.

Call 988 (call or text)

Crisis Textline: text START to 741-741

LGBTQ+ Crisis Service (866) 488-7386

Trans Lifeline 877-565-8860

Hawaii CARES (crisis line) 877-735-4792

Military One Source 800-342-8647

Veterans Crisis Line at 988 (press 1) or text 838255

National Sexual Assault Hotline (800) 656-4673

Sex Abuse Treatment Center (808) 524-7273

National Domestic Abuse Hotline (800) 799-7233

Or to www.thehotline.org/help/ to Live Chat 24/7 or text START to 88788

Domestic Violence Action Center (808) 531-3771 or text (605) 956-5680

TEXTBOOK:

Architectural Drafting for Interior Designers
Lydia Sloan Cline

REQUIRED MATERIALS:

Included in the packet from the Chaminade bookstore

- 18" roll of sketching trace paper
- 18"x 24" unlined vellum paper, 10 sheets
- 3 mechanical pencils (0.3mm, 0.5mm, 0.7mm)
- lead (2H/0.3mm, HB/0.5mm, 2B or 3B/0.7mm)
- hard & gummy erasers or erasing stick
- erasing shield
- architectural scale (engraved plastic with colored stripes)
- adjustable triangle (10") or 30/60/90 degree and 45/90 degree triangles (non-inking edge)
- drafting tape or dots
- drafting brush
- Means of transporting drawings cleanly and safely
 - Tube or portfolio
- tool case/pouch
- circle template

Additional required materials

- 25'+ tape measure
- large triangle (no inking edge) or 18-24" ruler

RECOMMENDED MATERIALS

- oval template
- symbols template
- plumbing fixtures template, elevation & plan views
- lettering guide

SOURCES FOR MATERIALS:

- Hawaiian Graphics
- Fisher Hawaii
- UH Bookstore
- Ben Franklin (has some of the above, not all)