COURSE SYLLABUS

Instructor
• Jessica Sharp Hardy
• 116 College Drive, Box #5138
  Hattiesburg, MS 39406
• Bobby Chain TEC Building, Office #247
• Phone: 601.266.5155
• Fax: 601.266.5717
• Email: JL.Hardy@usm.edu
• Website: usm.blackboard.com

Office Hours
• Monday { 1-3 }
• Wednesday { 1-3 }
• Thursday { 1-3 }
• Because of my duties associated with industry outreach, it is best to schedule an appointment during office hours, if needed.

Dates to Remember
• January 24th: last day to drop the class without Academic or Financial Penalty.

Prerequisites
• Students should be able to use Microsoft Word and Power Point and possess basic computer literacy.

Credit Hours
• AEC 204 Lab: 1 credit hour

Course Description
• AEC 204 Lab – Study of materials used in buildings through materials research in the library and on the internet, jobsite visitation, building of mockups related to building materials, and building of video library.

Course Overview
• This course is designed to provide architectural, construction, and interior design students with an introduction to the many types of building materials, processes, and methods used in the construction industry. New technologies, developments, and resources for locating information about building materials will also be explored.
Course Outcome(s)
- In this course, students will develop introductory knowledge about the materials used in the construction industry. This basic understanding will allow students to further develop their expertise of the construction processes and methods used in industry by providing the framework upon which the remaining construction and architecture courses can expand.

ABET: Student Outcomes
- An ability to conduct standard tests and measurements; to conduct, analyze, and interpret experiments; and to apply experimental results to improve processes.
- An ability to apply written, oral, and graphical communication in both technical and non-technical environments; and an ability to identify and use appropriate technical literature.

Associate Program Educational Objectives
- Utilize measuring methods that are appropriate for field, office, or laboratory.

Baccalaureate Program Educational Objectives
- Select appropriate materials and practices for building construction.

ACCE: Student Learning Outcomes
- Create written communications appropriate to the construction discipline.
- Analyze methods, materials, and equipment used to construct projects

Course Communication
- The primary mode of communication will be via e-mail. The instructor will check email regularly, and you should receive a response within one business day of successfully sending the e-mail. Proper email etiquette is expected; if appropriate collegiate-level language is not used, you will not receive a response. In the event that you experience technical problems or the instructor is unable to respond due to extenuating circumstances, you are encouraged to contact the School of Construction main office staff for assistance.

Required Text(s) and Readings
- none

Technology Requirements
1. Digital camera – used to capture images from job site visits in order to incorporate them into the required job site reports.
2. Microsoft Word – all files should have the .doc or .docx file extension
3. Microsoft Power Point – all files should have the .ppt or .pptx extension
4. Adobe Acrobat Reader
Class Procedures and Requirements

- Assignments, quizzes, and exams have different deadlines. Please refer to each item and check to ensure that you are aware of when each is due. It is critical that you avoid procrastination in order to succeed in this learning environment. All assignments will be given with reasonable completion times, and you are encouraged to immediately begin working on them in an effort to meet deadlines. Early submissions are welcome.

- All assignments submitted for the class must be typed, double-spaced 12-point standard font (Times New Roman, Courier), include page numbers, and include a title page. The preferred writing style for all submitted work is APA. Please visit the USM Library link below which provides information pertaining to the APA writing style. The link is: http://www.lib.usm.edu/research/guides/apa.html

- All assignments will be evaluated for grammatical and spelling errors. Points will be deducted according to the number of errors contained in the submitted work and the impact these errors have on the quality of the assignment.

Evaluation Criteria

<table>
<thead>
<tr>
<th>Item</th>
<th>Percent</th>
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<tbody>
<tr>
<td>Supplier Report</td>
<td>25%</td>
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<tr>
<td>Job Site Report #1</td>
<td>25%</td>
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<tr>
<td>Job Site Report #2</td>
<td>25%</td>
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<tr>
<td>Laboratory Testing Session</td>
<td>25%</td>
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</tbody>
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Grading Scale

90-100  A  
80-89   B  
70-79   C  
60-69   D  
0-60    F

Late Assignments or Projects

All assignments are due at the time and date stated on the schedule included in the syllabus. When an assignment or exam is missed, the student is responsible for providing an explanation to faculty. A verified excuse must be obtained from The Office of Student Oriented Services in RC Cook Union 221. All assignments submitted after the precise due date and time without a verified excuse will receive an automatic 25 point deduction for late submission.
**Academic Honesty**
The following is from the USM Undergraduate Bulletin:

“When cheating is discovered, the faculty member may give the student an F on the work involved or in the course. If further disciplinary action is deemed appropriate, the student should be reported to the Dean of Students. In addition to being a violation of academic honesty, cheating violates the Code of Student Conduct and may be grounds for probation, suspension, and/or expulsion. Students on disciplinary suspension may not enroll in any courses offered by The University of Southern Mississippi.”

**ADA Policy**
If a student has a disability that qualifies under the American with Disabilities Act (ADA) and requires accommodations, he/she should contact the Office for Disability Accommodations (ODA) for information on appropriate policies and procedures. Disabilities covered by ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact ODA if they are not certain whether a medical condition/disability qualifies.

**Address:** The University of Southern Mississippi  
Office for Disability Accommodations  
118 College Drive # 8586  
Hattiesburg, MS 39406-0001

**Voice Telephone:** (601) 266-5024 or (228) 214-3232  
**Fax:** (601) 266-6035

Individuals with hearing impairments can contact ODA using the Mississippi Relay Service at 1-800-582-2233 (TTY) or email Suzy Hebert at Suzanne.Hebert@usm.edu.
**Class Schedule**
This is a tentative schedule and is subject to change. If any changes are necessary, the new schedule information will be announced via Blackboard.

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<thead>
<tr>
<th>Week No. &amp; Date</th>
<th>Assignment Due Dates</th>
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<tbody>
<tr>
<td>1 / Jan. 18</td>
<td>Course Intro</td>
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<tr>
<td>2 / Jan. 23</td>
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<tr>
<td>3 / Jan. 30</td>
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<tr>
<td>4 / Feb. 6</td>
<td><strong>Supplier Report</strong> (due on 2/12)</td>
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<td>5 / Feb. 13</td>
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<td>6 / Feb. 20</td>
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<tr>
<td>7 / Feb. 27</td>
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<tr>
<td>8 / Mar. 6</td>
<td><strong>Job Site Report #1</strong> (due on 3/12)</td>
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<tr>
<td>9 / Mar. 13</td>
<td><strong>Spring Break</strong></td>
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<td>10 / Mar. 20</td>
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<td>11 / Mar. 27</td>
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<tr>
<td>12 / Apr. 3</td>
<td><strong>Job Site Report #2</strong> (due on 4/9)</td>
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<td>13 / Apr. 10</td>
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<td>14 / Apr. 17</td>
<td>Laboratory Testing Session in Hattiesburg at MMC Materials (4/19)</td>
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<tr>
<td>15 / Apr. 24</td>
<td><strong>Laboratory Testing Session</strong> (due on 4/30)</td>
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