



COURSE SYLLABUS

ADES 4615.501: Topics in Interior Design AutoCAD

Instructor Information

Instructor	Wei Sun, MFA in Interior Design Teaching Fellow
Meeting Time	Tuesday, 5:30 PM–8:20 PM
Fall 2026 Semester	August 17–December 11, 2026
Location	ART 260
Office Hours/ location	By appointment
Canvas / Email	Canvas Inbox Wei.Sun2@unt.edu
Response Time	Normally within 24 hours on weekdays

Course Description

3 hrs.

Introduces AutoCAD as a professional drafting and documentation tool for interior design. Students will develop practical skills in 2D drafting, drawing organization, annotation, layouts, plotting, and professional CAD workflow through demonstrations, exercises, and project-based applications.

Required / Recommended Materials

- **Software**
 - Autodesk AutoCAD 2025 or another compatible version.
Note: Some supplemental resources may show an earlier AutoCAD interface. Core drafting concepts and workflows remain applicable.
- **LinkedIn Learning**
 - AutoCAD 2025 Essential Training
Note: Use your **UNT email** account to access LinkedIn Learning.
- **Textbook**
 - Douglas R. Seidler, Digital Drawing for Designers: A Visual Guide to AutoCAD 2025
Publisher: Fairchild Books / Bloomsbury
Print ISBN: 9798765122686
- **Other Recommended Resource**
 - Nazmy, H. AutoCAD for Interior Designers. Oklahoma State University Open Educational Resource. Free online.

- **Canvas Resources**

- Additional tutorials, drawing files, standards, examples, and readings will be provided through Canvas.

Technology Requirements/ Bring to Class

Students are required to bring all required equipment to every class meeting, with AutoCAD installed and functioning and all required course files accessible during class.

Students must have regular access to the following:

Required

- A laptop computer capable of running AutoCAD 2025 or another compatible version smoothly
- A mouse suitable for CAD work; use of a trackpad alone is not recommended
- A laptop charger / power adapter
- Headphones: Optional

Computer Skills & Digital Literacy

Technology Needs

- Reliable internet access
- Access to Canvas, LinkedIn Learning, and UNT email
- A reliable method for backing up course files, such as OneDrive, Google Drive, or an external drive

Technical Assistance

Part of working with digital design software involves dealing with occasional technical issues. Students may contact CVAD IT Services for assistance with computers, software, and other technology-related problems.

CVAD IT Services / Help Desk

Art Building, Room 371

Phone: 940-565-4522

Email: IThelp@unt.edu

Hours: Monday–Friday, 8:00 AM–5:00 PM

Support is also available through the CVAD online service desk and support ticket system.

Student Computer Lab

Art Building, Room 375

Phone: 940-565-2470

Course Objectives

Students will be able to:

1. Navigate and efficiently use the AutoCAD interface and essential drafting tools.
2. Create and modify accurate two-dimensional drawings for interior design applications.
3. Organize drawings using layers, lineweights, blocks, dimensions, text, annotation, and other graphic standards.
4. Use layouts, viewports, scales, and external references to prepare coordinated drawing sets.
5. Produce professional interior design drawings using efficient file-management, plotting, and quality-control workflows.

Roles and Responsibilities

As the instructor in this course, I am responsible for:

- providing demonstrations, course materials, and learning resources;
- providing clear expectations and timely feedback;
- supporting students with AutoCAD questions and problem-solving;
- maintaining a respectful and productive learning environment.

As a student, you are responsible for:

- attending class prepared and using class time productively;
- completing assigned tutorials, exercises, and projects on time;
- saving and backing up course files regularly;
- asking questions and participating actively in class activities;
- submitting original work that demonstrates your own AutoCAD skills.

Course Requirements, Structure, and Organization

Final course grades will be based on 1,000 points:

A = 900–1,000 points

B = 800–899 points

C = 700–799 points

D = 600–699 points

F = Below 600 points

Assignments

Assignments	Time	Description	Points	Percentage
Syllabus Quiz	Week 1		5	0.5%
Attendance	15 weeks	iClicker	35	3.5%
In-Class Exercises	Weeks 2, 4, 7, 9, 12, 14	60 points * 6	360	36%
Project 1	Week 6	Basic AutoCAD space planning	200	20%
Project 2	Week 11	Layers, annotation, dimensions, layouts, and plotting.	200	20%
Project 3	Week 16	Blocks, title blocks, details, and multi-sheet drawings.	200	20%

Total: 1,000 points

Final grades will be rounded to the nearest whole number. 899.5 → 900 → A, 899.4 → 899 → B

Detailed assignment briefs, rubrics, required file names, and submission requirements will be posted in Canvas. Grades will evaluate both the final visual result and the underlying CAD file organization.

Course Calendar

Week	Topics	Textbook Reading	In-Class Exercises	Project
1	Course Introduction; AutoCAD Interface; Model Space / Paper Space; Basic Setup	Ch. 1	Syllabus Quiz	
2	Basic Drawing Commands; Lines & Shapes; Units; OSNAP	Ch. 2	Exercise 1	
3	Modifying Commands; Drawing Accuracy & Efficiency	Ch. 3–4	Exercise 1 Due	Project 1 Intro
4	Floor Plan Basics; Walls, Doors, Windows; Space Planning	Ch. 5	Exercise 2	Project 1
5	Floor Plan Development; Furniture; Polyline; Basic Hatch	Ch. 5 + Ch. 8	Exercise 2 Due	Project 1
6	Drawing Cleanup; Basic Properties; Project Review	Review Ch. 2–5, 8		Project 1 Due
7	Layers; Lineweights; Linetypes; Drawing Organization	Ch. 14	Exercise 3	
8	Hatch Patterns; Text Styles; Annotation	Ch. 8–9	Exercise 3 Due	Project 2 Intro
9	Dimension Styles; Dimensions; Text Leaders	Ch. 10–11	Exercise 4	Project 2
10	Paper Space; Layouts; Viewports; Plotting to Scale	Ch. 7	Exercise 4 Due	Project 2
11	Sheet Setup; Plotting; Project 2 Drawing Coordination	Review Ch. 7–11, 14	—	Project 2 Due
12	Blocks; Drawing Symbols; Multileaders	Ch. 9 + Ch. 13	Exercise 5	Project 3 Intro
13	Sections; Elevations; Design Detail Drawings	Ch. 6 + Ch. 12	Exercise 5 Due	Project 3
14	XREF; Title Blocks; Drawing Coordination; Multi-Sheet Workflow	Ch. 15	Exercise 6	Project 3
15	Thanksgiving Break — No Class			
16	Batch Plot; Construction Document Troubleshooting; Final Review; AutoCAD Web/Mobile Overview	Ch. 16 + Review	Exercise 6 Due	Project 3 Due
17	Final Exam Week			

Final Exam Week — No additional exam. Project 3 serves as the final course assessment

All assignments are due on Monday night at 11:58 PM unless otherwise noted.

Rules of Engagement

Professional communication and respectful collaboration are expected in all face-to-face and online interactions.

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal, or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face - to-face, even when their opinion differs from your own.
- Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual’s experiences.
- Maintain a productive classroom environment during demonstrations and work sessions.
- We encourage peer help, but do not share or distribute another student’s work without their permission.

Course Policies

Assignment and File Submission Policy

Assignments must be submitted **through Canvas in the required formats**. Most projects will require the native AutoCAD file (DWG and any required supporting files) or a plotted PDF. **Email submissions are not accepted unless specifically authorized.**

File Naming and Backup

Students must follow assignment file-naming conventions and maintain backups. Before submission, use the required folder structure and verify that Xrefs, fonts, images, and other supporting files are correctly linked or packaged when requested.

Late Work

Assignments submitted within one week after the deadline will receive a 10% deduction.

Assignments submitted more than one week late will receive a zero.

For special circumstances, please email the instructor in advance. Canvas Inbox | Wei.Sun2@unt.edu

Attendance and Effective Use of Class Time

Attendance will be recorded using iClicker.

The majority of exercise work is completed in class. Punctuality is required and is considered an indication of professionalism and responsibility. Arriving more than 10 minutes late or leaving more than 15 minutes before the end of class will be counted as an absence.

- Three (3) unexcused absences will result in a one-letter-grade reduction in the final course grade.

- Each additional unexcused absence will result in a further letter-grade reduction.
- Five (5) unexcused absences may result in failure of the course.
- University-authorized absences and approved accommodations will be handled in accordance with UNT policy.

Students are responsible for tracking their attendance and obtaining missed course materials, announcements, and notes from Canvas or classmates. The instructor is not required to repeat material missed due to an absence.

For special circumstances that may affect attendance, students should contact the instructor as early as possible.

Contact the instructor through Canvas Inbox or email. Use **“ADES 4615”** in the subject line.

Software / Technical Problems

Technical problems should be reported promptly. Students should save frequently and maintain backups. If a documented system outage or unusual technical problem prevents timely submission, the instructor will determine an appropriate course of action based on the circumstances.

Syllabus Change Policy

The instructor reserves the right to make changes to the course schedule to maintain the best possible learning environment. However, if changes are made, students will be notified via an announcement posted on Canvas under the “Announcements” tab.

Artificial Intelligence and Automated Tools

AI tools may be used for general learning support, research, or troubleshooting when permitted, but submitted CAD work must demonstrate the student's own AutoCAD knowledge and skills. Students may not submit automatically generated drawings, copied CAD files, or AI-produced work as their own.

UNT Policies

Academic Integrity Policy

Academic Dishonesty includes cheating, dual submission of a paper/project, plagiarism, forgery, fabrication, facilitating academic dishonesty, and sabotage. Cases of Academic Dishonesty will be handled in accordance with UNT policies and procedures. Possible academic penalties range from a verbal or written admonition to a grade of “F” in the course. Further sanctions may apply to incidents involving major violations, including dismissal from the university.

ADA Policy

The University of North Texas makes reasonable accommodations for students with disabilities. Students needing reasonable academic accommodations must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the student will request a letter of accommodation. ODA will provide faculty with a reasonable accommodation letter via email to begin a private discussion regarding the student’s specific needs in the course.

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy, Records Management and Retention for additional information.

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (noreply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (<http://spot.unt.edu/>) or email spot@unt.edu.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's

Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Academic Support & Student Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

[Student Health and Wellness Center](https://studentaffairs.unt.edu/student-healthand-wellness-center) (<https://studentaffairs.unt.edu/student-healthand-wellness-center>)

[Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-andtesting-services) (<https://studentaffairs.unt.edu/counseling-andtesting-services>)

[UNT Care Team](https://studentaffairs.unt.edu/care) (<https://studentaffairs.unt.edu/care>)

[UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellnesscenter/services/psychiatry) (<https://studentaffairs.unt.edu/student-health-and-wellnesscenter/services/psychiatry>)