

**Course Outline**  
**CADD 131**  
**PC CAD Management**  
**3 semester hours**

**The Community College of Baltimore County**

**Description**

**PC CAD Management**

Provides the basic skills necessary to manage a PC CAD-based operation emphasizing assembly of components for a PC system including hardware and software configurations, and organizing and maintaining the CAD filing system; provides overview of various types of PC operating systems.

*3 credits; 3 lecture hours per week. Prerequisites: CADD 101 or permission of program coordinator.*

**Overall Course Objectives**

Upon completion of this course the student will be able to:

1. Describe the components of a PC CAD system.
2. Describe the fundamental differences between operating systems.
3. Organize and maintain a CAD filing system.
4. Install peripherals.
5. Install third party software.
6. Write a Request for Proposal (RFP).
7. Research hardware and software issues.
8. Describe various network configurations.
9. Describe the hardware associated with a network.
10. Translate CAD files from one format to another.

**Major Topics**

1. Components of a CAD system
2. Facets of CAD Management
3. CAD Filing and Naming Conventions
4. Mass Storage and File Compression
5. Operating Systems
6. Network Operating Systems, Protocols, and Cabling Systems
7. Researching Hardware and Software
8. Installation and Configuration of Operating Systems
9. Writing RFP Specifications and Evaluating Responses
10. Plotting Solutions
11. Security Issues
12. System Maintenance

## **Course Requirements**

Grading/Exams: Grading procedures will be determined by the individual faculty member and will include the following:

1. Periodic tests
2. Comprehensive final examination
3. Class participation

## **Other Course Information**

This course is a core course in the CADD curricula.  
This course is taught in a computerized environment.  
There are 3 lecture hours per week.