

**Tri-County Technical College**  
Engineering Graphics Technology Program/Industrial and Engineering Technology Division  
Technical Advanced Placement (TAP) Program

**Competency Verification and Teacher Recommendation Form**

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**EGT 151 (Introduction to CAD)**

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**SECTION I (To be completed by the student)**

Please complete this section of the form and give it to your occupational/career center instructor.

Your Name (*PLEASE PRINT*): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ SSN: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

High School: \_\_\_\_\_ Grade: \_\_\_\_\_

**SECTION II (To be completed by the teacher)**

By placing my initials next to the appropriate competency statement listed on the back of this form, I verify this student has mastered major competencies of the course EGT 151 (*Introduction to CAD*) as defined in the approved syllabus dated August 10, 2000. I understand that in order to progress in the validation process for Technical Advanced Placement credit, a minimum of 75 percent of the competencies must be verified. Having met this requirement, I recommend this student be permitted to continue the validation process by completing the TAP exam, which I understand will be arranged through the Engineering Graphics Technology Program at Tri-County Technical College.

Teacher Name (*PLEASE PRINT*): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of high school course(s) in which this student gained the required competencies for possible TAP advanced standing: \_\_\_\_\_

Date of course completion or expected completion: \_\_\_\_\_

Comments (if applicable): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please make a copy of this form for your records and mail the original to Ms. Tonia McClain, Industrial and Engineering Technology Division Secretary, Tri-County Technical College, PO Box 587, Pendleton, SC 29670. (Questions regarding TAP procedures for EGT 151 should be directed to Mr. Roger Burgess, Department Head, Engineering Graphics Technology, at 646-1329.)**

AB: 3/9/06

**COMPETENCIES (please initial each one)**

- \_\_\_\_ 1. Display contents of a directory; create and delete directories; change from one directory or one drive to another; copy, rename and delete files; describe user interface; identify window elements; perform basic mouse operations; select a menu; start/exit applications; create, save, open and print documents; open, maximize and scroll a window.
- \_\_\_\_ 2. Determine scale factor and drawing limits; set drawing units and limits; apply scale factors to text and symbols; open and create drawings. For paper and model space.
- \_\_\_\_ 3. Create, name, delete and assign properties to layers; change layer visibility and accessibility; assign properties to individual layers.
- \_\_\_\_ 4. Create circles, arcs, donuts, polygons and rectangles; draw points.
- \_\_\_\_ 5. Use modify commands to manipulate entities such as move, copy, and rotate objects; undo commands.
- \_\_\_\_ 6. Utilize AutoCAD's coordinate input system: absolute, relative, and polar.
- \_\_\_\_ 7. Use the PLOT command; plot specific areas of drawing at different scales.
- \_\_\_\_ 8. Create polylines with SKETCH and round edges with fillet.
- \_\_\_\_ 9. Place AutoCAD text; format text; use text styles and fonts; format paragraph-style text; use special characters with text, MTEXT; edit text; use spell check.
- \_\_\_\_ 10. Use dimension dialogue box; list the components of a dimension; use dimension commands.
- \_\_\_\_ 11. Use preferences to set-up screen display.
- \_\_\_\_ 12. Use editing commands such as grips, properties.
- \_\_\_\_ 13. Obtain information from a drawing using the inquiry, time status commands.