

Quality in Education



AACA
INTERNATIONAL

RX8



ADDA is the oldest Design Drafting and Graphics Association in the World

- **Established in 1948**
- **Recognized as the premier design drafting & graphics organization**
 - U.S. Department of Labor
 - State Departments of Education
 - ASME – American Society of Mechanical Engineers
 - AIBD – American Institute for Building & Design
 - SDC – Schroff Development Corporation - Publisher
 - Delmar – Thomson Publishing
 - Goodheart Wilcox Publishing Company
 - Prentice Hall Publishing Company
 - McGraw Hill Publishing Company
 - Software Developers such as Autodesk, Bentley, Softplan, USG, Coade, SDS2, Adobe, VersaCAD, Solidworks & others.
- **Supported by major U.S. Industries and Governmental Groups**

Boeing Corporation	Stanley Consultants
CH2M Hill	Fluor Daniels
U.S. Corp of Engineers	Goodyear Tire and Rubber
Orlando Utilities Commission	PhotoFlex
Hewett Packard	Epson
NASA – National Aeronautics and Space Administration	
TVA – Tennessee Valley Authority	
ERMCO – Electric Research & Manufacturing Company	
- **Respected and Trusted**
 - **Publication & Software Review & Approval Agreements**
 - Delmar-Thomson
 - Glencoe-McGraw Hill
 - Goodheart Willcox
 - Prentice Hall
 - Two ADDA Board Members serve on ASME Committees.
 - ADDA Board Members who are National Textbook Authors
 - David Madsen
 - Alex Devereux
 - Robert Parmley
 - ADDA has been requested to assist in developing Curriculum and Training Programs for many Software Companies to maintain the integrity of drafting and graphic procedures within the text.
 - ADDA reviews and assist in the editing of design, drafting, graphic, illustration, and technical employment at the request of the US Department of Labor annually.
 - ADDA reviews, edits, and develops design drafting related brochures for educational based career firms such as Finney & Company.



- **Directed and Regulated by an Industry Board of Governors**
 - Miner and Miner
 - Fluor Federal Services
 - Honeywell Federal Manufacturing
 - Fisher Controls International
 - Spartech Corporation

- **Administrated by an Educational & Industry Board of Directors**
 - Medtronic Sofamore Danek
 - Spokane CAD Consultants
 - ITT Technical Institute
 - High-Tech Institute
 - Northwest Education Center
 - Lake Washington Technical College
 - New River Technical Community College
 - Madison Area Technical College
 - TVA Tennessee Valley Authority
 - SCB Incorporated
 - LE Fletcher Technical College
 - CH2 M HILL
 - Wright Medical Technology
 - Tennessee Technology Centers
 - TD Williamson, Inc

- **Corporate & Administration Operations**
 - Executive Director
 - 31 Years Design Experience
 - 5 Years Post-Secondary Educational Experience
 - Administrative Manager
 - 21 Years Experience in Customer Management
 - 5 Years Experience in Certification Management
 - Programs Manager – Curriculum & Accreditation
 - 16 Years Experience in Data Management
 - 7 Years Experience in Education
 - 5 years in Curriculum Administration
 - 2 years in Classroom Instruction

- **Experience like NO Other Professional Organization.**
 - Industry Experience Currently Serving on the Board of Directors
 - 420 years
 - Education Experience Currently Serving on the Board of Directors
 - 150 years
 - Industry Leadership – Board of Governors
 - 160 years
 - Corporate Leadership – Currently Serving
 - 85 years
 - ADDA Total Experience Currently Serving the Profession
 - 730 years



- **ADDA Curriculum Certification Process brings all the years of experience of the association into an individual program offering suggestions, guidance and direction to keep the program updated to current national and international standards.**
- **ADDA Curriculum Certification gives recognition to schools whose curriculum in design drafting meets these standards.**
- **ADDA Curriculum Certification is a means of encouraging students to attend an individual school, indicating the facility and staff are concerned with the students professional training.**
- **ADDA Curriculum Certification indicates an advisory board or committee that is knowledgeable of the skills they will receive directs the school.**
- **ADDA Curriculum Certification indicates the school, equipment, and training materials are current and up-to-date with the current needs and requirements of the profession**
- **ADDA Curriculum Certification develops a minimum baseline of training, based on the specific discipline and level of certification.**
- **ADDA Curriculum Certification can be customized to specialized programs and facilities based on local, regional, state, national or international job placement requirements.**
- **ADDA Curriculum Certification can be developed to meet the needs or requirements of specific State or Federal Department of Education Requirements**
- **ADDA Curriculum Certification is developed and maintained by Professionals, active in the industry and are not associated with any specific educational, industry or governmental group.**
- **ADDA Curriculum Certification is the proper starting point in education, for every student to begin their career.**



- **ITT Technical Institutes**
- **High-Tech Institutes**
- **Madison Area Technical College**
- **Vatterott Colleges**
- **Lake Washington Community College**
- **University of Memphis**
- **University of Texas**
- **Tennessee Technology Centers**
- **Northwest IA Community College**
- **Western Iowa Tech Community College**
- **Clinton Community College**
- **Louisville Technical Institute**
- **Central Missouri State University**
- **Oklahoma State University**
- **State of Alabama**
- **State of Tennessee**
- **State of New Jersey**
- **State of Louisiana**
- **State of Pennsylvania**
- **State of Arizona**
- **State of Massachusetts**
- **State of Virginia**
- **State of Georgia**
- **Tulsa Community College**
- **Pennsylvania College Of Technology**
- **Amarillo College**
- **Academy Of Careers And Technology**
- **Montana State University Northern**
- **Southeast Community College**
- **Southwest MO State University**
- **Louisiana Technical College**
- **Butler County Community College**
- **L.E. Fletcher Technical Community College**



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March 9, 2006

Olen Parker, Executive Director
 American Design Drafting Association
 105 East Main Street
 Newbern, TN 38059

Mr. Parker:

T. Baker Smith, Inc. (TBS) has provided professional engineering, surveying, and environmental services to private, public and industrial clients in south Louisiana, the Gulf Coast and beyond for nearly a century.

TBS has recently hired four of L.E. Fletcher Technical Community College (FTCC) Drafting and Design graduates who have not only successfully completed the drafting and design program which has been certified through the American Design Drafting Association (ADDA) since 2000, but all four graduates passed the extensive ADDA Drafter Certification Exam proving to industry and our company that these individuals have met nationally recognized drafting standards and practices that our company strives for in their drafters and technicians.

Additionally, TBS has continually supported the FTCC drafting program by submitting "real-world" engineering projects for student learning and also contributes in many ways, both in-kind and financially to ensure that community involvement is also maintained in the development of these entry level drafters. TBS accepts and encourages ADDA Drafter Certification which has benefited our company substantially. We have been very pleased with their training and plan to hire more graduates from FTCC in the future.

Very truly yours,

T. BAKER SMITH, INC.


 Wm. Clifford Smith

WCS/eks

PLANNING DESIGN CONSTRUCTION MANAGEMENT OPERATIONS COMPLIANCE



March 10, 2006

Olen Parker, COO
American Design Drafting Association
105 East Main Street
Newbern, TN 38059

Dear Mr. Parker:

Here at High-Tech Institute Inc., we have enthusiastically supported and promoted the concept of our students achieving drafter certification at a national level. We have been involved with the ADDA Certification program from its inception.

Those who achieve this high standard are recognized at graduation as well as through the publications and displays at the school. Our post-graduate research has shown that recipients of the ADDA Drafter Certification have had more opportunity for promotion and more frequent pay increases than those who have not achieved certification. High-Tech Institute Inc. recognizes that those who are certified demonstrate a level of knowledge far above the norm.

The Drafting Department at High-Tech Institute Inc. requires 100% of its drafting staff to have attained ADDA Drafter Certification within the first 12 months of employment as a standard for continued employment. This expertise transfers through the curriculum and teaching methods to the student body. That is one of the reasons, I believe, why High-Tech Institute Inc. has been recognized as a leading training institution for drafters across the United States.

Our curriculum, which is certified through ADDA, reflects what industry wants and needs to be successful. We continually check with our industry leaders and make changes to our curriculum as needed and we are reviewed annually by ADDA for recertification. Thus, by using the ADDA as a "clearing house" for new educational concepts and methods, we can make an educational contribution on a national level.

High-Tech Institute Inc. supports ADDA programs by becoming involved with the Association on a personal basis. High-Tech Institute Inc. has sponsored an individual elected to the Board of Governors over the past 15 years. Presently, High-Tech Institute Inc., is sponsoring two of its staff who serve on or for the BOD.

Sincerely,

A handwritten signature in black ink that reads 'Floyd McWilliams'.

Floyd McWilliams
Director of Drafting
High-Tech Institute Inc.



T.D. Williamson, Inc.
6801 S. 65th W. Ave
Tulsa, OK 74131-2444
(918) 447-5000

March 10, 2006

Olen Parker
Executive Director
American Design Drafting Association
105 E. Main St.
Newbern, TN 38059

Subject: ADDA Drafter Certification

Olen,

While TDW does not specifically require ADDA Certification for employment as a drafter or designer, it does add additional weight to an individual's resume' and interview scoring. An example would be two equally experienced drafters applying for the same position but one has ADDA Certification or has attended an ADDA certified school and the other applicant has no ADDA affiliation. The individual with the ADDA Certification will automatically receive bonus points to be added to their combined interview scoring. With all other issues being equal during the interview process, the Drafter/Designer with ADDA Certification will be offered the position.

In addition, TDW currently pays the annual dues for ADDA membership of its drafters/designers if they so wish to join. Out of my 6 staff members, 5 are current members and 3 of those have received their ADDA Certification. Expectations are for the others to receive their Certification before year end, 2006.

On a personal note, after my Certification in 2000, I take great pride in being able to add the initials "CD" after my name on my business card, email or other documents. It means that I have been certified by the only national organization that is working for the betterment of my chosen profession, in both education and industry.

Sincerely,

A handwritten signature in cursive script that reads 'Ronald W. McDonald'.

Ronald. W. McDonald, CD
Design Section Supervisor
T. D. Williamson, Inc.
Member-ADDA Board of Directors

CC:



Fisher Controls International LLC
301 South First Ave
P.O. Box 190
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F (641) 754-2830

1 March 2006

Olen Parker, Executive Director
American Design Drafting Association
105 East Main Street
Newbern, TN 38059

Dear Mr. Parker,

This letter is to express my appreciation for the role the American Design Drafting Association is taking to enhance and advance the profession of Drafting in the United States.

The Drafter Certification and school Curriculum Certification programs are examples of professional services provided by the ADDA. Over the years, when interviewing candidates for drafting positions with our company, a person's resume and school history had an amount of uncertainty unless there was a personal relationship with the individual or school.

With the indication of the ADDA Drafter Certification on a resume, we have a higher degree of confidence that an individual possess the knowledge and skills for which we are looking. If an applicant has attended a school that has an ADDA Curriculum Certification, we then have a gauge as to the quality of education that they received.

It is vital, in today's transient society, that there exists a national guideline to help employers evaluate the quality of personnel they are considering for employment. In the discipline of drafting and design there is no organization, other than ADDA, that provides the level of support to the professional as well as the tools to help evaluate.

We appreciate that the ADDA is comprised of members from many drafting disciplines, industries and education organizations. We appreciate the opportunities for education of members and the networking organization that is available.

Thanks again to the officers and staff of this premier organization.

Regards

A handwritten signature in black ink, appearing to read 'Dick Button', written over a white background.

Dick Button
Global Standards Coordinator
(Richard.Button@EmersonProcess.com)





Deer Valley Unified School District No. 97

Northwest Education Center ♦ 5727 W. Happy Valley Rd. ♦ Glendale, AZ 85310
Phone (623) 845-4050 ♦ Fax (623) 845-4059 ♦ nec.dvusd.org

Olen Parker, Executive Director
American Design Drafting Association
105 East Main Street
Newbern, TN 38059

RE: Certification Assessment

The acceptance and acknowledgement of the American Design Drafting Association's Drafter Certification and Curriculum Certification by the Arizona Department of Education's Industrial and Technical Education Division is of paramount importance to the Arizona Department of Education and all Arizona Design Drafting Programs. Acknowledgement of ADDA and its programs is viewed as an intricate component of the instruction and training of future Design Drafters in Arizona and the US.

The Arizona Department of Education now requires a nationally recognized certification of its program and a nationally developed Drafter Test to validate the competencies obtained by the student. Arizona Department of Education invested several years of consulting and background checks through all possible organizations that could fulfill the needs of the State of Arizona, our final decision came to ADDA hands down and without question.

The ADDA Curriculum Certification and the ADDA Drafter Certification Test instrument & assessment is the program completion document utilized by the DVUSD, and the Arizona Department of Education.

The importance of Curriculum Certification to National Standards in the Arizona Design and Drafting Technology Guidelines document further stresses the need for Design Drafting Programs to meet and/or exceed the state/national standards. Because the ADDA Curriculum Certification guidelines are developed and maintained by industry and education professionals, employers can be assured that the potential Design Drafter applicant, trained in ADDA Certified schools, will be more that competent in their "discipline" of Design Drafting and workplace skill sets.

Sincerely,



Wm. Scott Thomas, M.Ed.
Deer Valley Unified School District
Lead Educator Arizona Design Drafting Programs

G O V E R N I N G B O A R D

Christy Agosta ♦ Ron Bayer ♦ Ted Carpenter ♦ Christina R. Eng ♦ Michael Gregoire

The Deer Valley Unified School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. For any inquiries regarding nondiscrimination policies contact the Legal Services Department, 20402 N. 15th Avenue, Phoenix, AZ 85027. (623) 445-5000.



**Morgan
& Parmley,
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Professional Consulting Engineers

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March 3, 2006

Olen K. Parker, Executive Director
American Design Drafting Association
105 East Main Street
Newbern, TN 38059

RE: ADDA Certification Assessment

Dear Mr. Parker:

I would like to take this opportunity to express my views concerning ADDA's Drafter Certification and related programs.

As a member of ADDA since 1962, I have seen the organization grow from a small group of dedicated drafting & design professionals into a well-organized national association that provides many useful programs and services.

It is my opinion that it takes a well established, nationally recognized professional association to formulate, implement and monitor curriculum standards and training programs to help insure that our high tech society remains a world leader. Thus, ADDA is the prime candidate to take the lead in standardizing and certifying the educational curriculum requirements for the drafting & design profession. ADDA's past performance has demonstrated time and time again that it is a devoted professional organization and worthy of this honor. I believe ADDA represents the best single source organization and drafting certification since its broad based membership represents the full spectrum of the drafting & design profession.

All employers, whether industrial, governmental or private engineering/architectural firms, must be assured that entry level drafting & design personnel have acquired adequate education and developed basic skills prior to being considered for employment. With a degree or diploma from an ADDA certified institution, their credentials would certainly receive the highest recognition.

Sincerely,

A handwritten signature in black ink that reads 'Robert O. Parmley'. The signature is fluid and cursive, written over a white background.

Robert O. Parmley, P.E.
President: M & P, Ltd.

ROP/ep



CH2MHILL

March 1, 2006

Olen Parker, Executive Director
American Design Drafting Association
105 East Main Street
Newbern, TN 38059

CH2M HILL

3011 SW Williston Road
Gainesville, FL 32608-3928
Tel 352-335-7991

Dear Mr. Parker,

CH2M HILL supports the American Design Drafting Association (ADDA) and acknowledges the ADDA as the premier professional society for modelers, designers, and drafters.

The minimum requirements for engineering technician applicants at CH2M HILL require either a 2-year technical school degree in engineering technology, ADDA or NICET certification, or 4-years directly related experience. We consider ADDA certification to be an important indicator in establishing an applicant's basic knowledge of drafting.

ADDA Curriculum Certification provides a National framework for consistency in our technical school's drafting programs. It is vital to firms such as mine to have an available workforce trained in the basic principles of architectural and engineering drafting and design.

Headquartered in Denver, Colorado, USA, employee-owned CH2M HILL is a global firm providing consulting, engineering, construction, operations, and related technical services to private and public clients. With more than \$3.5 billion in revenue, CH2M HILL is an industry leading program management, construction management-for-fee and design firm, as ranked by Engineering News-Record in 2005. The firm's work is concentrated in the areas of chemicals, environment, manufacturing, transportation, water, power, energy communications, pharmaceutical/biotechnology and electronics. CH2M HILL has more than 15,000 employees in regional offices worldwide.

Michael A. Hayes, Sr.
Technology Discipline Leader
for Modeling, Designing, and Drafting
CH2M HILL
3011 S.W. Williston Road
Gainesville, Florida 32608-3928
Phone: 352.335.7991 x2288
Fax: 352-271-4968



March 1, 2006

Olen Parker, Executive Director
American Design Drafting Association
105 East Main Street
Newbern, TN 38059

Dear Mr. Parker,

I am writing this letter to commend the ADDA on their Drafter Certification Program. I have been involved in the drafting profession for over thirty years and I have seen a lot of changes over that period of time. One of the changes that alarms me is the level of drafting expertise a prospective employee has. Over the past few years it seems that the programs taught by technical schools are focusing on teaching a specific software package and not providing the basic drafting skills required to create an engineering drawing. One way to ensure a student has the necessary drafting knowledge is for the student to take and pass the ADDA drafter certification. This way I know that the student has the skills required for a drafter position in my department. We will teach the new employee how to use our specific CAD program but I need them to know how to create and read a drawing before I hire them.

I have six designers / drafters and one designer / checker working for me. All of them, except one, has taken the ADDA drafter certification and passed it. I also have taken and passed the exam. The person who has not taken the exam yet is a new hire from inside the company. He will be taking the exam this summer. The last external person I hired into the department had obtained the ADDA drafter certification upon graduation from a technical school. He was hired over another candidate with similar skills because he had the certification and I knew that he had a skill set that I needed in the department.

I am currently re-writing the job descriptions for the drafting positions I have and I am going to make one of the requirements for all levels above the entry level position to have the ADDA drafter certification. I rely on the drafter certification to gauge prospective employees. I strongly feel that by everyone in my department having the certification, my department has credibility within the company that we really do know what we are doing when creating drawings.

I hope more companies will realize the importance of the ADDA drafter certification program and I would like to see more technical schools offering the exam to their students as part of the requirement for graduation. This would not only gauge the students drafting knowledge but would be a measurement of the curriculum and topics taught in the classes.

I have heard that the ADDA is looking at a designer certification. Sort of the next level. If this comes to pass, I will require my employees to take & pass that exam also and I would make it a requirement for the higher level jobs. Keep up the good work.

Sincerely,

Dennis A. Schwartz, CD
Director, Engineering Services
Wright Medical Technology, Inc.
(901) 867-4625

headquarters

Wright Medical Technology, Inc. 5677 Airline Road Arlington, TN 38002 901.867.9971 phone

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011.39.0250.678.227 Italy

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011.81.3.3538.0474 Japan

011.33.1.45.13.24.40 France
011.44.1483.721.404 UK

011.49.4161.745130 Germany


ITT Technical Institute
ITT Educational Services, Inc.
School of Drafting and Design

March 10, 2006

 Olen Parker, Executive Director
 American Design Drafting Association
 105 East Main Street
 Newbern, TN 38059

Dear Olen:

As Chair of the School of Drafting and Design at ITT Technical Institute in Tempe, AZ, it gives me great pleasure and honor to share the importance of our association with ADDA for ITT Tech Institutes locally and nationwide and our students. Our national accreditation association, ACICS, accepts our association as valid faculty credentials and ITT Tech corporate management supports my activities with ADDA and acknowledges ADDA membership and Drafter Certification as a valid certificate for faculty professional development and compensation.

ADDA's Curriculum Certification is the only one in the nation that is fully acknowledged and accepted by the US Department of Education.

As a former member of the Arizona State Board of Education's CTE (Career Technical Education) Design and Drafting Secondary Curriculum Review Team, ADDA's current National Vice President of Curriculum Accreditation and Certification, and Vice Chair of the Peoria Unified School District's CTE Commission, I can honestly say that every school ADDA has touched with our certification for Drafters, Secondary and Post-Secondary Design Drafting programs, has benefited through association and confirmation.

We have several State Boards of Education in states such as Arizona, New Jersey, Georgia, Tennessee, etc. who have fully adopted our curriculum standards and are currently using Drafter Certification to confirm instructor qualifications.

Many employers prefer ADDA Certified Drafters/ CAD Technicians not only for their CAD skills and for their technical drafting knowledge. These skills are highly valued, especially with the shortage of engineers and in this day and age of 'driving the software without fully understanding how to properly present' or technically and graphically communicate a particular design or concept. Companies such as Boeing offer bonuses for employees who become Certified Drafters.

ADDA is the only organization that exists specifically for Drafters and Drafting programs. It has remained consistent and supportive since the late 1950's. The members of its Board of Directors consist of credible, competent and accomplished educators and industry professionals directly associated with the Drafting and Design profession.

Please feel free to contact me if you have any questions at adevereux@itt-tech.edu or 602.437.7554.

Sincerely,

A handwritten signature in blue ink that reads 'Alexander Devereux'.

 Alexander Devereux, BSCE, Med, CD
 Chair, School of Drafting and Design - ITT Technical Institute Tempe, AZ
 National ADDA VP Curriculum Accreditation and Certification

 5005 S. Wendler Drive, Tempe, AZ 85282-9273
 Telephone: (602) 437-7500



- **A Program must have been in existence for two or more years.**
 - Program must be directed toward employment or
 - Programs must be directed toward continuing education
 - Restricted Certification is available for schools not meeting the above guidelines or requirements
- **Types of Schools Eligible for ADDA Curriculum Certification.**
 - Colleges and Universities
 - Technical Institutes
 - Junior or Community Colleges
 - Trade & Vocational Schools
 - Post-Secondary Schools
 - Technical Vocational Schools
 - High Schools and Technical High Schools
 - Training Schools with supplement academic programs
- **School and Facility Requirements.**
 - Schools must have a good reputation in dealing with students, the public, and maintain a high standard of ethics in all aspects of operation
 - The physical plant should be adequate to accommodate the processes described in the certification package.
 - The physical plant must be accessible to all individuals with physical or emotional handicaps.
 - The equipment used in the programs should be equivalent to the minimum standards used in industry and supplied in a quantity to all students to simulate a typical work environment.
- **ADDA Certifies Programs under several disciplines.**
 - Mechanical Machine Drafting Digital Imaging & Editing
 - Architectural Drafting Visual Communications
 - Civil Drafting
 - Others such as Structural, Electrical, Industrial, etc.
- **Faculty Qualifications.**
 - Instructors must have a desire to teach
 - Instructors should have industry experience or knowledge
 - Instructors should be discipline qualified and competent
- **Industry Advisor Committee**
 - Program must have or establish an Advisory Committee
 - Committee should have 3 representatives per discipline
 - Committee should meet regularly
 - Written reports are required annually

- **A Program must have been in existence for two or more years.**
 - **New and Existing Programs can be accepted as Probationary which do not meet the two years criteria**
- **Curriculum is to be sufficiently broad and Liberal in scope**
- **Program must meet one of ADDA's Classifications**
 - **Designer Level – Post Secondary, College or University**
 - **Drafting Design Level – Post Secondary, College or University**
 - **Drafter Level – Post Secondary, College or Vocational**
 - **Apprentice Drafter Level – Post Secondary or Vocational**
 - **Apprentice Drafter Level – Secondary Vocational or High School Programs**
 - **Digital Designer Level**
 - **Digital Detailer Level**
- **Review of the Program's Statement of Purpose**
 - **Defines the level of training student receive**
- **Review of Program's Employment Record**
 - **Are graduates employed from the programs**
 - **Length of employment from graduates**
 - **Level of employment from graduates**
- **Review of Program's Continuing Education Record**
 - **Review of graduates that pursue additional education**
- **Review of Program's Curriculum Analysis**
 - **Review of the diversity for evaluating credit**
 - **Institutions ability to assure technical training**
- **Review of Program's Delivery Method**
 - **Review of the instruction process**
 - **Review of materials used in instruction**
 - **Overall composition of the instruction**
 - **Instructors capability and qualifications**
- **Review of Program's Subject Taught**
 - **Review of academic subjects**
 - **Review of mathematic subjects**
 - **Review of technical subjects**
- **Review of School's Admission Requirements**
 - **Is program accredited**
 - **Does school qualify as an apprentice program**

With ADDA Curriculum Certification, be assured, each program evaluation is backed by knowledge and experience, achieved from an association that is supported and backed by major industries and acknowledge by state & national educational systems.



- ❖ **ADD A is a non-Profit 501c6 Corporation**
 - Controlled by an all Industry Board of Governors that is an oversight board maintaining the operation of the association continually meets industry standards
 - Operated by a Board of Directors that is equally diversified to delivery industry, education, and training requirements to assure proper delivery of professionally educated drafters, designers, and digital technicians.
 - Corporate Operations is headed by a 30 year veteran of the design drafting profession, supported by the highest trained staff in data management, customer service, and quality assurance.

- ❖ **Curriculum Certification and Accreditation Committees are managed by experienced individuals in the design professions. Each has extensive knowledge in educational curriculum management and development.**
 - Each Curriculum Program Certification is validated independently. Verification is made on a random basis, where curriculum is chosen, and 10% of the information is verified by telephone, email, or postal mail.
 - Any discrepancies or falsified information will result in the temporary removal of the certification until corrections are made or information is provided.

- ❖ **ADD A's commitments in the curriculum certification process.**
 - **The School**
 - ADD A is committed to providing the best training and education to each student who chooses this field of study as their profession.
 - ADD A deems it a necessity to maintain current standards, information, and direction to the programs that deliver this training.
 - **The State**
 - ADD A understands that curriculum certification not only provides a higher realm of education, it also allows programs to receive local, state, and federal funding to support this process
 - ADD A is committed in providing the State information that relates to your curriculum certification requirements.
 - ADD A will also assist in maintaining the certification with the individual schools and notifying of any discrepancies or temporary removal of certification.
 - **Ourselves**
 - ADD A's volunteers have delivered almost 60 years of industry service. ADD A has been successful because each governor, board or committee member, volunteers hundreds of hours each year to support the a profession that has been more than a job, it has been an honor.
 - Drafting and Design is a profession and career where each individual is a vital link to a greater cause.
 - Every object that can be touched, held or viewed was delivered through the creation of a drawing or image in some form. Whether professionally created, or sketched on a napkin, this creative process is where everything must start in order to deliver the final product

- **ADD A's Mission is to strive for nothing less than Excellence.**



- ◆ **ADDA began Professional Certification Examinations in 1987.**
- ◆ **ADDA had 10 years experience developing curriculum for individual schools and working with State Departments of Educations.**
- ◆ **ADDA invested three years in developing a basic core drafting examination to meet the overall national requirements of industry.**
- ◆ **Today ADDA has certified thousands of professional drafters.**
- ◆ **Through the expansion of the educational programs ADDA now offers three levels of examinations based on education, ability and experience and is open to:**
 - **Any Individual Employed in the Design Drafting or Graphics Profession**
 - **Any Student completing Training in Design Drafting or Graphics**
 - **Current Examination Disciplines Available**
 - Mechanical Machine
 - Architectural
 - Civil
 - Digital Imaging
 - Visual Communications

Administering ADDA's Certification Examinations

- **ADDA allows any School to Administer the Examinations based on meeting the Proctor Requirements.**
 - **Must Have a Design Drafting Program**
 - **Must have capabilities and space requirements.**
 - **Requires pre-payment of examinations**
 - **Subject to Testing Committee Guideline and Approval**
- **ADDA will allow certain individuals within a company or industry administer the examination based on qualifications, employment position and proctoring requirements.**
 - **Must have an engineering or drafting department**
 - **Must agree to ethics requirements**
 - **Payment required in advance.**
 - **Subject to Testing Committee Guideline and Approval**
- **ADDA strongly encourages schools to apply for Testing Site Approval to administer the examination at no cost to the schools.**
 - **Allows Advertisement of the Schools**
 - **Promotes Program Strength**
 - **Promotes Industry Involvement**
 - **Indicates Professional Dedications**
- **School and Facility Requirements.**
 - **Schools with Curriculum Certification meet the requirements.**
 - **ADA Access is a requirement**
 - **All federal, state, and local guidelines must be met.**



- **ADDA Professional Certification Program brings all the years of experience of the association into individual examinations offering the most comprehensive testing criteria which are consistently monitored to current national and international standards.**
- **ADDA Professional Certification gives recognition to individuals whose skills in profession meet these standards.**
- **ADDA Professional Certification is a means of encouraging individuals to strive for recognition of their professional ability.**
- **ADDA Professional Certification indicates an individual that is knowledgeable of the skills they have achieved through education or acquired through continuing education.**
- **ADDA Professional Certification indicates the knowledge of proper procedures, rules, theory, and requirements in product creation or delivery**
- **ADDA Professional Certification develops a minimum baseline of training, based on the specific discipline and level of certification.**
- **ADDA Professional Certification is based on national or international job placement requirements.**
- **ADDA Professional Certification was developed to meet the needs of industry and education alike. Working as an employment baseline or a competency examination.**
- **ADDA Professional Certification Examinations are developed and maintained by Professionals in the industry and is not associated with any specific educational, industry or governmental group.**
- **ADDA Professional Certification Examination is the proper starting point for beginning a successful career.**



- **ADD A is the only organization that brings the complete graphics package of training and professional development to education and industry.**
- **ADD A is the only organization that requires industry involvement in the educational process.**
- **ADD A brings more experience and knowledge to the profession.**
- **ADD A has been setting the standards for 60 years**
- **ADD A Programs**
 - **Councils** – designed for the professional
 - **Chapters** – designated student organization
 - **Drafting Contest** – based on industry recognized standards and drawing creation processes.
 - **Poster Contest** – designed for drafters, graphic artist, illustrators, and digital technicians to bring visual marketing concept into the engineering process
 - **On-Line Networking** – ADD A has member forums and communities set-up to assist drafters and designers in the specific discipline.
 - **Professional Examinations**
 - **Professional Networking** – ADD A offers assistance to any member or drafting personnel by email or telephone.
 - **Employment Center** – ADD A has an employment resume and job posting center online to assist any drafter or employer in position fulfillment.
- **ADD A approves instructional text used in most educational facilities.**
 - **McGraw Hill**
 - **Prentice Hall**
 - **Goodheart Wilcox**
 - **Schroff Development Corporation**
 - **Thomson / Delmar / Cengage Learning**
- **ADD A has the Whole Package for the Profession.**
 - **Design – Drafting – Engineering – GIS**
 - **Architectural – GD&T – Standards**
 - **Graphic Arts – Graphic Illustration**
 - **Digital Technicians – Design Technicians**



**Certification
Accreditation
Student Chapters
Professional Councils
Professional Development and Training
Professional Certification Examinations
Curriculum Development and Implementation**

ADDA **has the**

RESOURCES

ADDA **takes the**

RESPONSIBILITY

ADDA **delivers the**

RESULTS you expect . . .

*and have
For over 60 years*