

Design Awareness

DSC 101

The Design School
Herberger Institute for Design and the Arts
Arizona State University

Semester: Summer 2023, session B.
Credits: 3
Room: Online
Times: Online

Instructor: Mauricio Mejía, MDes, PhD.
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Core information

Catalog description

Survey of cultural, global and historical context for the design professions.

Course objectives

DSC 101 Design Awareness provides a broad understanding of design, especially as it exists in industrial design, architecture, visual communication design, interior design, and landscape architecture. The course places a focus on the general history of design, some basic theories in design, and the place of design in contemporary society.

Learning outcomes

At the successful completion of the course, students should have acquired:

- General awareness of design in our everyday world;
- An understanding of the contribution of design in contemporary society;
- A basic lexicon of design;
- An understanding of the historical development of design disciplines;
- An understanding of some of the ethical, theoretical, conceptual, and practical issues related to disciplines of design;

- An understanding of some of the contextual and cultural factors that underpin design disciplines; and
- A basic understanding of research by way of investigation and critical thinking.

Course Content

Design Awareness follows the content of the course textbook, *Designing: A Journey Through Time* (author Jacques Giard). It takes the student on a brief 'design journey,' from the earliest evidence of design and designing to what is occurring today. The course content is divided into three parts. The first part (chapters 1 through 3) provides an overview of some general concepts needed to understand design. This is a kind of pre-flight for the design journey itself. The second part (chapters 4 through 6) is the design journey, going from the Age of Needs to the Age of Surplus and finishing with the Age of Self. The last part (chapters 7 through 9) is focused on what we have learned and how this understanding may help us determine where we are going. These parts are organized through the tabbed interface in the course Web site.

Reading Material

Required Text: Giard, Jacques. *Designing: A Journey Through Time*. Phoenix: The Dorset Group, 2012 (second edition)

The course textbook is available at the ASU Bookstore, bookstores close to the Tempe campus, and online at Barnes & Noble. The textbook is also available from Barnes & Noble as an eBook at a greatly reduced price (\$29.99). You can read the eBook on your PC or laptop by first downloading the free Nook application, which can be found at:

<http://www.barnesandnoble.com/u/free-nook-apps/379002321>

**There is no need to buy a Nook!

To purchase the textbook as an eBook, please go to:

<http://www.barnesandnoble.com/w/designing-jacques-giard/1111322334>

NOTE: The online material provides an overview of the course information. The course textbook complements this overview with more information. Consequently, students are expected to refer to the course textbook for a more complete understanding of each chapter. Tests and assignments will be based on information found both online and in the course textbook.

Readings are encouraged in order to enhance the understanding of the subject matter. Reading assignments can be found in each chapter tab in the course Web site, directly above the video player.

Online Protocol

Online courses are significantly different from face-to-face courses. Consequently, students need to be aware of the protocol and conditions that govern such courses. Sections 13, 14, and 15 address three important protocols for online classes.

There are no office hours for DSC 101. With the exception of questions about computer support, technical issues, and online tests, which must be addressed with the computer support group (below), please communicate directly with the instructor via email (mauricio.mejia@asu.edu).

Communication with the instructor is a vital component in all courses but even more so for an online course. That said, some types of communication are often unnecessary. For example, why communicate with me when all you need to know is the total points for Assignment 1? That information can be found on our website, in the syllabus or by asking a fellow student. Based on that principle, I follow a rule commonly known as "Three Before Me." That is, you must seek the answer to common questions by first checking three other sources before contacting me. If you still cannot find the answer then please contact me. For all other situations, we encourage you to communicate with the instructor and do so by following the protocol below:

- As an ASU student, you are required to use your ASUrite (i.e. student@asu.edu) for course communications.
- If our reply to you bounces back as "Undeliverable: Returned mail" and/or with "the message could not be delivered because the recipient's mailbox is full", we will not make a second attempt. This includes any and all course communications, such as make-up verifications and make-up exams. It is your responsibility to make sure you are able to receive ASU emails by clearing your mailbox and allowing ASU emails to be received unblocked and not marked as spam.
- DSC 101 is offered by The Design School, which is a professional school. Therefore, the style of communication is expected to be professional.
- Please identify yourself by name and provide the name of the course in which you are enrolled. As much as I would like, I cannot remember each one of you by name and by course.
- Please write in simple, clear, and concise English using proper punctuation. Use short sentences if you have to. Reread what you wrote before sending the email.
- Avoid code words such as BTW or LOL. Remember: you are not texting.
- PLEASE leave the 'tails' or chain of previous emails on your emails. I receive many emails from students every week. I cannot remember the details of every case.
- I will do my best to respond to emails within 24 hours.
- Normally, I do not respond to emails on the weekends.

General Conditions: As stated above, access to a suitable computer and adequate computer skills are critical for your success in this online course. Consequently, the instructor will not consider computer-related excuses for the failure to meet course

requirements, excuses such as technical incompatibility, unreliable access to the Internet, a computer crash or any other similar reasons. Neither will inadequate computer skills be considered as a valid excuse for not successfully completing the course.

NOTE: You are strongly advised not to enroll in the online course if either computer access or computer skills are an issue.

Computer Requirements

You must have a computer – your own or have access to a computer – that will allow you to interact with the online course. The computer must be capable of consistently streaming QuickTime movie files. The use of smartphones (iPhone, Android, etc.) is not recommended. This course is known to work on all major browsers, including Safari, Firefox, Chrome, and Internet Explorer, on both Macintosh computers and PCs. Note: the use of Safari or Firefox is highly recommended.

Additionally, you must have computer skills that will allow you to surf the Internet, access specific sites, confer via email, and any other course-related activities.

Technical Support

Please do not contact your instructor with technical questions. Herberger Online handles all technical questions and issues that may arise in this course.

Please contact the support team immediately if you encounter technical issues while completing an assignment and you are unable to resolve the problem and reset your work. The Herberger Online support team is available to assist you 24 hours a day, 365 days a year. You may reach them anytime at:

- holsupport@asu.edu
- 1-888-298-4117
- 480-965-3057 (International)

When contacting support, please provide:

- The full name of this course (ABC 123: Long Name)
- The title(s) of any assignment(s) you're having trouble with
- A brief description of the problem
- Detailed, step-by-step instructions to reproduce the problem

Assessments

Grading in DSC 101 is based upon the accumulation of points earned as the result of three (3) tests (150 points) and three (3) assignments (150 points). There is one test and one assignment for each of the three parts of the course. Deadlines for each will be provided

on the course Web site. The Course Schedule can be found in the DSC 101 tab that appears when you log in to the course. There is neither a mid-term nor a final examination.

Tests (Total: 150 points)

There are three parts to the course with a test at the end of each part. Tests open and close on the dates listed below. These dates are also viewable from within the course. Click the Tests tab in the main DSC 101 course navigation.

TEST	OPEN (MT)	CLOSE (MT)
Test #1	07/06/2022 10 am (MT)	07/07/2022 11:59 pm (MT)
Test #2	07/20/2022 10 am (MT)	07/21/2022 11:59 pm (MT)
Test #3	08/03/2022 10 am (MT)	08/04/2022 11:59 pm (MT)

Each test is composed of fifty (50) multiple-choice/true-false questions, intended to test your knowledge of facts about the subject matter (1 point each). Each test is timed. You have 90 minutes to complete each test. For every two minutes you take beyond the limit, you will lose 1 point.

General Conditions for Taking an Online Test

- You need to have reliable access to the Internet on the assigned day of the test.
- Starting a test during the last 10-15 minutes of the testing window is unwise, especially if you encounter technical problems; remember, technical support is only available Mon-Fri, 8am to 5pm. There is no technical support in the evenings or on weekends.
- Tests can only be done online. Submission of tests via email or in printed form will not be accepted.
- The use of smartphones for taking a test is forbidden. Don't even attempt it.
- Tests are not to be taken as a group effort or with any other form of collaboration.
- No other Web pages can be open while taking a test. The system logs all browser activity. Opening new browsers or new browser tabs can invalidate your testing session.
- Do not give your unique course password to another person or allow another person to access the course to take a test in your name.

NOTE: ALL BROWSER ACTIVITY IS LOGGED. Accessing course videos while you are taking a test will result in a failed test session.

Submitting Online Tests

Certain conditions apply for an online test. The important ones are:

- Online tests that have been submitted CANNOT be reset (see below). Grades will stand as posted.
- If you experience computer or technical problems during an online test DO NOT SUBMIT the test. For instance, if images fail to load, or the test itself seems incomplete.

- If you suspect a technical error, exit the browser immediately and address the problem by trying to take the test again on a different computer, or by contacting technical support at HOLSupport@asu.edu. Do not contact the instructor.
- Submitted tests cannot be retaken. No exceptions.

Resets for Online Tests

A reset for an online test is an action usually taken by a student prior to contacting technical support. If you experience a glitch during an online test, close your browser. When you attempt to restart the online test, the system will ask you to confirm the reset. Some important facts about resets:

- Only one online reset is allowed per each online test.
- In total, only two online resets on online tests are allowed in any given semester.

Assignments (Total: 150 points)

There are three assignments, one for each section of the course. Each assignment tests your skills at critical thinking in design. They are worth 40 to 60 points (varies) each and add to the overall accumulation of points towards your final grade. The format and submission guidelines for the assignments are available in the Assignments section of the course.

Assignments open on the first day of class. Assignments are due no later than the dates listed below:

ASSIGNMENT	OPEN (MT)	CLOSE (MT)
Assignment #1	06/29/2022 10 am (MT)	07/11/2022 11:59 pm (MT)
Assignment #2	06/29/2022 10 am (MT)	07/25/2022 11:59 pm (MT)
Assignment #3	06/29/2022 10 am (MT)	08/01/2022 11:59 pm (MT)

Assignment 1: Design-in-the-News (Total: 50 points)

The course deals with design as an everyday activity. That being the case, design easily becomes a topic in the news. Design-in-the-News asks the student to report on how design is affecting the everyday world, by analyzing two (2) news stories from a group of six (6) pre-selected stories.

Assignment 2: Design Connections (Total: 60 points)

Design Connections is an assignment that encourages an awareness of the design world that surrounds us each day. It asks the student to connect design concepts and theory to design practice by way of pre-selected images and to explicate three of the examples within the context of Tools, Structures and Signs.

Assignment 3: Video Reviews (Total: 40 points)

This assignment encourages critical thinking about documentaries on design. It asks the student to watch three videos and answer questions about their content.

NOTE: All assignments must reside on the HOL server, not on the instructor's laptop. Therefore, do not send your assignment to the instructor as an attachment in an email. If you do, it will not be accepted. NO EXCEPTIONS.

Bonus Points (Total: 10 points)

Each student is automatically awarded 10 bonus points. Therefore, please do not ask for additional bonus points, extra credits, extra assignments or a few extra points to change your letter grade. If you do, you will lose your 10 bonus points AUTOMATICALLY.

Missed/Late Tests and Assignments

It is the student's responsibility to be aware of the dates and times for the online tests and assignments; however, there are conditions that apply for missed online tests and assignments. The important ones are:

- An online test can be taken if it was missed because of an excused absence (see below). Permission from the instructor is necessary.
- A missed assignment can be submitted if it was missed because of an excused absence (see below). Permission from the instructor is necessary.
- An online test and/or assignment that is missed for reasons other than an excused absence can be taken with the condition that the grade earned can be no more than half points per test and/or assignment. Permission from the instructor is necessary.
- If you miss an online test and/or assignment, you must inform the instructor immediately (mauricio.mejia@asu.edu) or at least in the next 48 hours and provide an electronic copy (e.g. a PDF file) of the document supporting your absence (e.g. doctor's note, funeral announcement, letter from ASU's Athletic Department, etc.).
- If you experience personal, medical or other unforeseen problems during a test, DO NOT TAKE OR SUBMIT THE ONLINE TEST OR ASSIGNMENT.
- Instead, email the instructor (mauricio.mejia@asu.edu) immediately to begin a discussion of your situation.
- Depending on the situation, the instructor may ask for a different type of test and/or assignment as the substitute for a missed online test.

Excused Absences

Excused absences apply for online tests and assignments. They include:

- Personal illness (documented);
- Religious holidays (conforming to the ASU list);
- Unexpected personal emergencies such as death of an immediate family

member (documented);

- Jury duty or other similar court obligation (documented);
- Military duty and/or assignment (documented); or
- Direct participation in a sporting event as an ASU athlete (documented).

Absences and/or excuses that will not be considered include but are not limited to:

- A previously scheduled obligation such as a family reunion or trip;
- Personal obligations prior to or after an official holiday;
- Job obligations;
- Attending a wedding (even your own);
- Illness of a family member or friend;
- The workload in other courses;
- A computer virus, internet failure, computer crash or another similar computer-related issue; or
- The death of a pet.

NOTE: Please do not ask for these or other similar exceptions. They will not be granted.

Make-up Tests and Assignments

The instructor may grant make-up tests and/or assignments if there is a valid excuse. The instructor, in consultation with the student, will determine a date for submission.

Late Submissions of Tests and Assignments

Late submissions for tests and assignments will be graded but cannot earn the student more than half of the point total for a given test or assignment (e.g., if the assignment is worth 40 points and is turned in late, the most points it can receive is 20). No more than one test and one assignment will be accepted for late submission and grading.

NOTE: No assignment will be accepted after the last day of the scheduled class.

Writing Tutoring

One-on-one appointment-based online writing tutoring is available to students in any course and at any stage of the writing process. Students meet with tutors in real-time online using Adobe Connect. Rather than correct papers for students, writing tutors will review documents and dialogue with students about common errors and areas for revision. The center is currently offering online services. The schedules for online writing, along with information on how students can make and attend appointments, can be found online at <https://tutoring.asu.edu/online-tutoring>.

Academic Mentoring

Academic mentors meet in real-time with students one-on-one for a personalized approach to improving academic skills such as time management, Canvas, test preparation, and more. The schedules for academic mentoring, along with information on how students can

make and attend appointments, can be found online at <https://tutoring.asu.edu/online-tutoring>.

Grading policy

The following grading schedule will be used to calculate the final grade for the course. It is based on a total of 300 points:

A+	286-300+	Consistently excellent, honors quality
A	271-285	
A-	256-270	
B+	241-255	Above average performance
B	226-240	
B-	211-225	
C+	196-210	Average performance
C	180-195	
D	150-179	Below average performance
E	0-149	Unacceptable performance

How do I earn my grade in this course?

The instructor does not give grades. Neither are they gifts nor entitlements. Simply put, grades are earned. Furthermore, grades are a reflection of outputs, not of inputs. What's an input? An output? Simply stated, the input is an immeasurable expectation. It includes such things as accessing and viewing the online course material, reading the book, working hard, and studying. As worthy as such inputs are they do not always translate directly into outputs, which are different. Outputs are more measurable, for example, correct answers on tests. What does this mean to you? A good example is a student who is negligent about viewing the online lectures (an input) but who still does well on the test (an output) compared to a student who watches the lectures but does not do well on the test thereby earning a low grade. In other words, watching the lectures (input) does not guarantee good grades (an output)

One more point about grading needs to be mentioned. We do not 'dock' points. That is, we do not deduct points for this error or that fault. To do so assumes that there were points for you to lose in the first place. The grading practice in DSC 101 is quite simple. For any assignment or test, everyone begins with zero points. Points are then added when earned.

Fairness in Grading

Students are always concerned about fairness in testing, evaluation, and grading. And so, they should be because design, as an academic subject, poses a particular challenge.

Unlike mathematics, for example, the subject matter appears to be more subjective.

Consequently, fairness becomes more of an issue.

Given the nature of the subject, every precaution is put into place to make all testing, evaluation, and grading as fair as possible. What is patently unfair, however, is when students ask for additional assignments to raise their grades or for an additional point or two to raise a grade or to make exceptions to the rules. To agree to such requests would be unfair. Why? Because such a practice rewards one student over all the others. To be fair, rules must apply to all students equally, not just to one or two.

Student conduct in the course

Students are required to read and act in accordance with the provisions of this syllabus as well as university and Arizona Board of Regents policies, including The ABOR Code of Conduct: Arizona Board of Regents Policies 5-301 through 5-308:

<https://students.asu.edu/srr>

Academic integrity and plagiarism

The ASU student honor code affirms the commitment of ASU to uphold the values, principles, and ethics of academic integrity. All students are expected to follow the code which states:

"We, the students of Arizona State University, have adopted this code as an affirmation of our commitment to academic integrity and our participation in ethical education.

We embrace the duty to uphold ASU's Honor Code, and in light of that duty, We promise to refrain from academic dishonesty.

We pledge to act with integrity and honesty to promote these values among our peers. We agree to always abide by the Sun Devil Way and uphold the values of the New American University."

Every student is expected to produce his/her original, independent work. Any student whose work indicates a violation of the ASU Academic Misconduct Policy including cheating, plagiarism, and dishonesty will be subject to disciplinary action. Plagiarism is defined as deliberately passing off someone else's words or ideas as your own. All necessary and appropriate sanctions will be issued to all parties involved with plagiarizing any and all course work. Plagiarism and any other form of academic dishonesty that is in violation with the Student Code of Conduct will not be tolerated. Arizona State University and the Herberger Institute for Design and the Arts expect the highest standards of academic integrity from all students. Failure to meet these standards may result in

suspension or expulsion from the university or other sanctions as specified in the ASU Student Academic Integrity Policy (<http://provost.asu.edu/academicintegrity>), “[e]ach student must act with honesty and integrity, and must respect the rights of others in carrying out all academic assignments.” This policy also defines academic dishonesty and sets a process for faculty members and colleges to sanction dishonesty. Violations of this policy fall into five broad areas that include but are not limited to:

- Cheating on an academic evaluation or assignments
- Plagiarizing
- Academic deceit, such as fabricating data or information
- Aiding Academic Integrity Policy violations and inappropriately collaborating
- Falsifying academic records

I sanction any incidents of academic dishonesty in my courses using University and HIDA guidelines. Should you have any question about whether or not something falls subject to this clause, feel free to contact me or review the university policy on academic integrity at the above link. Per ASU policy, a student may not avoid the consequences of academic dishonesty by withdrawing from a course, and may be placed back in the course in order to face sanctions resulting from academic integrity violations. You are responsible for abiding by this policy.

Copyright

Students must refrain from uploading to any course shell, discussion board, or website used by the course instructor or other course forum, material that is not the student's original work, unless the students first comply with all applicable copyright laws; faculty members reserve the right to delete materials on the grounds of suspected copyright infringement. A statement that the course content, including lectures and other handouts, is copyrighted material. Students may not share outside the class, upload, sell, or distribute course content or notes taken during the conduct of the course (see [ACD 304-06](#), “Commercial Note Taking Services” for more information). THIS CONTENT IS PROTECTED AND MAY NOT BE SHARED, UPLOADED, SOLD, OR DISTRIBUTED.

Student Conduct

ASU adheres to a university-wide Student Code of Conduct. The philosophy behind this policy states: The aim of education is the intellectual, personal, social, and ethical development of the individual. The educational process is ideally conducted in an environment that encourages reasoned discourse, intellectual honesty, openness to constructive change and respect for the rights of all individuals. Self-discipline and a respect for the rights of others in the university community are necessary for the fulfillment of such goals. The Student Code of Conduct is designed to promote this environment at each of the state universities. You are expected to treat your instructor and your fellow

classmates with respect and kindness. In all correspondence and in Discussion Board postings, you should show respect for the viewpoints of others who may disagree with you or see things from a different perspective. Criticizing, ridiculing, insulting, or belittling others will not be accepted. Keep in mind that electronic communications do not have the advantage of nonverbal cues that are so much a part of interpersonal communication. Humor or satire can sometimes be misinterpreted in strictly electronic communication forums.

Threatening or disruptive behavior

Self-discipline and a respect for the rights of others in the course and university community are necessary for a conducive learning and teaching environment. Threatening or violent behavior will result in the administrative withdrawal of the student from the class.

Disruptive behavior may result in the removal of the student from the class. Threatening, violent, or disruptive behavior will not be tolerated in this class, and will be handled in accordance with ASU policy (SSM 104-02). For more information please visit:

<https://eooss.asu.edu/dos/srr/PoliciesAndProcedures> and

<https://eooss.asu.edu/dos/safety/ThreateningBehavior>.

Withdrawal

If you are unable to complete the course, it is your responsibility to arrange for withdrawal from the class. You will not be automatically withdrawn and unless you are officially withdrawn from the course you will receive a final grade based upon the total points you have earned for the semester. Students are required to pay all tuition and fees for any registered course unless enrollment is officially cancelled during the 100% refund period. Please visit the Academic Calendar to review the withdrawal deadlines for this semester.

For more information on Drop/Add and Withdrawal visit: <https://students.asu.edu/drop-add>

Special Accommodations

Your instructor is willing to make any reasonable adaptations for limitations due to any disability documented with the DRC, including learning disabilities. Please contact the instructor during office hours or by appointment to discuss any special needs you may have. You must contact the Disability Resource Center to process the paperwork for special course accommodations. To request academic accommodations due to a disability, please contact the ASU Disability Resource Center

(<http://www.asu.edu/studentaffairs/ed/drc/#>; Phone: 480 965-1234; TDD: 480 965-9000).

This is a very important step as accommodations may be difficult to make retroactively. If you have a letter from their office indicating that you have a disability which requires

academic accommodations, in order to assure that you receive your accommodations in a timely manner, please present this documentation to me as soon as possible so that your needs can be addressed effectively.

Disability Support Services

Students with disabilities must have an equally effective and equivalent educational opportunity as those students without disabilities. Students experiencing difficulty accessing course materials because of a disability are expected to contact the course instructor so that a solution can be found that provides all students equal access to course materials and technology. Qualified students with disabilities who will require disability accommodations in this class are encouraged to make their requests to me at the beginning of the semester either during office hours or by appointment. It may be difficult to make accommodations retroactively.

Note: Prior to receiving disability accommodations, verification of eligibility from the Disability Resource Center (DRC) is required. Disability information is confidential.

Information for Students with Disabilities

Students who feel they will need disability accommodations in this class but have not registered with the Disability Resource Center (DRC) should contact DRC immediately. Students should contact the Disability Resource Center on the campus that your class is being held. Campus-specific [location and contact information](#) can be found on the DRC website. DRC offices are open 8 a.m. to 5 p.m. Monday – Friday. Check the [DRC website](#) for eligibility and documentation policies (<https://eoss.asu.edu/drc>).

Title IX

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at <https://sexualviolenceprevention.asu.edu/fags>.

As a mandated reporter, I am obligated to report any information I become aware of regarding alleged acts of sexual discrimination, including sexual violence and dating violence. ASU Counseling Services, <https://eoss.asu.edu/counseling>, is available if you wish to discuss any concerns confidentially and privately.”

Policy on Sexual Discrimination

Policy on sexual discrimination as described in [ACD 401](#), "Prohibition Against Discrimination, Harassment, and Retaliation", including the fact that the instructor is a mandated reporter and therefore obligated to report any information regarding alleged acts of sexual discrimination. Arizona State University is committed to providing an environment free of discrimination, harassment, or retaliation for the entire university community, including all students, faculty members, staff employees, and guests. ASU expressly prohibits [discrimination](#), [harassment](#), and [retaliation](#) by employees, students, contractors, or agents of the university based on any protected status: race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information. As an employee of ASU, I am a mandated reporter and obligated to report instances of reported or suspected incidences of sexual harassment.

Student Rights and Responsibilities

Students must abide by all the requirements stated in this syllabus. In addition, all students should be aware of their [Rights and Responsibilities](#) at Arizona State University and abide by the [ASU Student Honor Code](#).

Student Services & Resources

You will find a list of student resources at: <https://eoss.asu.edu/resources>
Resources included are advisement, registration, financial aid, disability services, counseling, tutoring, library, and more.

Non-emergency Student of Concern process

If you are concerned for a fellow student's well-being, please review the information and complete the form at:
<https://herbergerinstitute.asu.edu/resources/new-students/student-of-concern-process>
FOR EMERGENCIES CALL 911. (Be prepared with the physical address of the location).

Academic Calendar and Important Dates

The academic calendar can be found here: <https://students.asu.edu/academic-calendar>

Subject to change

The Instructor reserves the right to change portions of this syllabus (assignments, deadlines etc.) by verbal instructions during scheduled class time. The student is responsible for noting changes and acting accordingly. Grading and absence policies are not subject to change.

Computer, Internet, and Electronic Communications Policy

<http://www.asu.edu/aad/manuals/acd/acd125.html>