Science, Technology, Engineering, and Mathematics offer broad career pathways into the high-growth industries competing in the global marketplace. The jobs in these areas are offered by businesses on the frontline of technological discovery. With a solid background in STEM, you'll be following a career path that will offer the opportunity to participate in the development of high-demand and emerging technologies.



With advances in science driving innovations in technology, materials and procedures researched in the lab are now the backbone of many new processes. Science is used in the design of cell phone circuits, the construction of surfboards, and the processing of food products. While science begins with careful observation, research, and experimentation, it involves

more than lab work. Some opportunities will take you into the field. You might also be involved in quality control or technical writing. The range of science career opportunities is extremely large.



Technology joins science skills with those in engineering and math. It is essential in managing communication and information systems. In manufacturing, technology is used to focus human resources and materials in the production of products ranging from electronic devices to footwear. If you want a career that combines science, math, and engineering, consider a career in technology. In that field, you'll work closely with individuals

who have a hands-on knowledge of these subjects. As part of their team, you'll help make the decisions needed to bring a product from design through manufacturing to market.



A career in engineering will involve you in the technological innovations that flow from discoveries in science and math. You'll be incorporating these new discoveries in products that expand our technological reach in many areas, including communications. If you think that engineering is unexciting, name a product or service of interest to you that was introduced within the last year. Then identify the main benefit of that

product or service. That benefit probably resulted from an engineering effort that built on developments in science, technology, and math. A career in engineering could place you in a position to participate in the development of such products and services.



Mathematics input is essential to create and develop products whether the product is real, such as a DVD, or virtual, such as an online video game. If you want to be a valued member of the teams providing the math input for the development of products, you will need solid math skills. You'll need these skills for high-level problem solving and innova-

tion. As you advance along the career pathway, you'll be challenged to apply mathematics to real-world problems. There is a wide variety of math careers from which to choose.

SCIENCE

Machines

Although machines make work easier, they do not actually reduce the amount of work that has to be done. How, then, do machines help us? Recall the formula for work:

Work = force \times distance

In this equation, if you increase the force, you can decrease the distance and still do

the same amount of work. If you increase the distance, you can decrease the force. Machines help us by increasing distance, increasing force, or changing the direction of force. Complicated machines are combinations of a few basic machines. These basic machines are shown and described in the illustrations below.



Mechanical Advantage

Some machines are more helpful than others. The measure by which a machine increases force is known as its mechanical advantage (MA). This can be calculated by the formula:

$$MA = \frac{F_r}{F_e}$$

In this equation, F_r stands for resistance force (load). This is the force applied by the machine. For example, a screwdriver exerts a force on a screw. F_e stands for effort force, the force applied to the machine. An example is the force you apply to the screwdriver. If a small-effort force results in a large-resistance force, the machine has a high mechanical advantage. The greater the mechanical advantage, the more helpful is the machine.

For machines that increase distance, we can calculate velocity ratio. The velocity ratio is the distance the load moves divided by the distance the effort moves.

Efficiency

Efficiency compares the work a machine can do with the effort put into the machine. The energy output of a machine is always less than the energy input. That's because some of the energy input is used to overcome friction between moving parts. Efficiency is usually stated as a percentage. Machines with a higher percentage are more efficient.

Efficiency = $\frac{\text{work output}}{\text{work input} \times 100\%}$

What if you applied all of a machine's energy output to the machine itself? Is it possible to build a perpetual motion machine—a machine that will run forever? Unfortunately, no. All machines do need a continuous outside supply of energy. If no energy is brought into the system, the machine will eventually stop. Also, all machines use more energy than they output. No machine is 100 percent efficient.

Power

Power is work done within a certain period of time. To calculate power, determine the amount of work done. Then divide the amount of work by the time it took to do the work.

Power =
$$\frac{\text{work}}{\text{time}}$$

Gears and Cams

Gears are intermeshing toothed wheels and bars that transmit force and motion. They can alter the force's size and the motion's speed and direction. A cam is an offset wheel. Cams are connected to rods. A second rod, or follower, rests on the top of the cam. As the cam turns, the top rod moves up-and-down.



Forces and Motion

A force is a push or a pull. The force of gravity keeps your feet on the ground. Motion takes place when a force causes an object to move. Forces can act from a distance, without objects touching one another. For example, Earth's gravity affects the moon, even though the moon is nearly 250,000 miles away. The moon's gravity also affects the earth, causing the tides.

The "weightlessness" of astronauts as they orbit the earth in the space shuttle is not the result of their distance from the earth. The astronauts float because they are falling toward the earth at the same rate as the shuttle. However, the shuttle is also moving forward at a fast speed. This forward motion, combined with the downward pull of gravity, keeps the shuttle in a circular path around the earth.

Gravity

Gravity is a force that pulls objects toward each other. Gravity increases as mass (amount of matter) increases. Gravity decreases as distance increases.

Weight is the amount of force exerted on matter by gravity. While mass remains constant, weight varies, depending on the amount of gravitational attraction. For example, gravity on the moon is only onesixth of that on Earth.

Terminal Velocity

Gravity accelerates a falling object at the rate of 32.2 feet per second, per second. But an object won't just keep falling faster and faster because of air resistance. As the object falls faster, air resistance increases. Eventually, the air resistance equals the force of gravity. The object then falls at a steady speed. This speed is the object's terminal velocity.

Pressure

Pressure is the weight (force) acting on a unit of area. When your textbook is flat on your desk, it exerts pressure on the desktop. The book covers an area of approximately 80 square inches. It weighs about 2.75 pounds. To calculate how much pressure your book exerts on the desktop, use this formula:

Pressure
$$= \frac{\text{force}}{\text{area on which the force acts}}$$

The book exerts 0.034 pounds of pressure per square inch.



Newton's Laws of Motion

In the 17th century, the English scientist Isaac Newton described three laws of motion.

Newton's First Law Sometimes called the "law of inertia," Newton's first law states that an object at rest will stay at rest unless a force acts on it. If an object is in motion, it will stay in motion unless a force acts on it. For example, have you ever noticed that when riding in a car that stops quickly, your body will continue to move forward and tighten up against the seatbelt? This is because your body is trying to stay in motion, but the force of the seatbelt is stopping you. The car, too, is trying to stay in motion, but the force on the brakes is slowing it down.



Newton's Second Law When a force acts on an object, the result is a change in speed or direction. The object will start to move, speed up, slow down, or change direction. The greater the force, the greater the change. For example, if you and a friend push on a stalled car, the car will move. Once the car begins to move, the harder you push, the faster the car will go.



Newton's Third Law For every action, there is an equal and opposite reaction. For example, when you bounce on a trampoline, you exert a downward force on the trampoline. The trampoline then exerts an equal force upward, sending you up into the air.



Speed, Velocity, and Acceleration

Speed, velocity, and acceleration are related, but each is distinct. Speed is a measure of how fast an object is moving.

Velocity is the speed of an object in a certain direction. The velocity of a car on the highway might be 65 miles per hour. If the car moves onto an exit ramp, there is a change in velocity.

A change in velocity is called acceleration. The greater the mass of an object, the greater the force needed to accelerate it. If the change is a decrease in speed, it is negative acceleration, or deceleration.



Air flows slower greater air pressure.

Forces and Fluids

Hydraulics is a branch of science that deals with the motion of liquids. Aerodynamics deals with the motion of gases. Liquids and gases are fluids—substances that can flow. The properties of fluids make them well suited to use for certain technological applications.

- When a force is applied to a confined fluid, the pressure is transmitted throughout the fluid (Pascal's principle).
- Pressure increases with depth.
- A fast-moving fluid has a lower pressure than a slow-moving fluid (Bernoulli's principle). That's why airplanes can fly. The air moves faster above the wings of an airplane than below them. The difference in air pressure enables the airplane to stay aloft.

Force, Mass, and Acceleration

Force (a push or pull) causes a mass to accelerate (change speed and/or direction). The formula for finding force is:

 $Force = mass \times acceleration$



Energy and Work

Potential and Kinetic Energy

Energy is the ability to do work. Although it can take many forms, there really are only two kinds of energy: kinetic and potential. Kinetic energy is energy in motion. Potential energy is energy at rest.

Consider what happens when you use a hammer to drive a nail. As you lift the hammer, you do work. You exert force that moves an object over a distance. Some of your energy is transferred to the hammer. That energy is stored in the hammer as potential energy. When you move the hammer towards the nail, the potential energy becomes kinetic energy. When the hammer head hits the nail, energy is transferred from the hammer to the nail. The hammer stops, but the nail moves.

Types of Potential Energy

Potential energy is the energy an object has because of its position or condition.

• Gravitational potential energy is stored when work lifts an object against the

Measuring Kinetic Energy

The kinetic energy (ek) of a moving object is found by using the formula:

 $E_{k} = \frac{1}{2}mv^{2}$

In this formula, m is the mass of the object, in kilograms, and v is the velocity in meters per second.

This formula shows that kinetic energy increases with the mass and speed of a moving object. An object with twice the mass has twice the kinetic energy. However, an object with twice the speed has four times the kinetic energy. That's why automobile accidents at high speeds cause more damage. There is more kinetic energy.

force of gravity, as in the example of lifting the hammer.

- Elastic potential energy is stored when work twists or stretches an object or changes its shape. A stretched rubber band is an example of stored elastic energy.
- Electrical potential energy is the stored energy of electric charges.
- Magnetic potential energy is the stored energy of a piece of iron near a magnet.



Conservation of Energy

Energy does not disappear. The total amount of energy stays the same. This principle is known as the conservation of energy. It states that energy cannot be destroyed. However, energy can change form. It can move from object to object.

Forms and Uses of Energy

Technology converts energy from one form to another to accomplish work. Here are a few examples.

- Chemical energy stored in a flashlight battery is converted into light and heat energy.
- Mechanical energy (movement of objects) is converted to electrical energy by generators.
- Heat energy from the earth is converted to electrical energy in geothermal power plants.
- Light energy is converted to electrical energy in a solar cell.
- Sound (a type of mechanical energy) is converted to electrical energy in a telephone transmitter. At the other end of the line, it is converted back to sound.

- Electrical energy is converted to sound and light in a television set.
- Nuclear energy is released when the nuclei of atoms are split. This splitting, or fission, yields large amounts of heat energy that nuclear power plants convert to electricity. Nuclear energy is the strongest known force. If you could release the nuclear energy in 1 kilogram [2.2 pounds] of coal, you'd have the energy obtained from burning 3 million kilograms [6.6 million pounds] of coal.

Work

When a force acts on an object and moves that object in the same direction as the force, then work has been done. Work involves a transfer of energy. For example, energy from gasoline or diesel fuel is transferred through a car's engine to the wheels. The car moves.

It's important to remember that work involves both force and motion. If applying a force does not result in motion, then no work has been done. Also, the motion must be in the direction of the force.



Matter

Our world consists of energy and matter. Energy is the ability to do work. Matter is the "stuff" that things are made of.

An atom is the smallest unit of matter, so small that trillions of atoms fit on a pencil point. An atom has a positively charged core called the nucleus and one or more negatively charged electrons. These orbit the nucleus. Electrons respond to nearby atoms to form bonds.

For example, atoms may donate electrons to neighboring atoms. The hardness of quartz comes from this kind of bond. Plastics share electrons in covalent bonds. Metals have their own form of electron sharing, known as the metallic bond. All these bonds involve the attraction of electrons to neighboring atoms. They are chemical bonds.

Mass and Density

Mass is the measure of the amount of matter in an object. Density is a measure of mass per unit of volume. Put simply, if mass is a measure of how much "stuff" there is in an object, density is a measure of how tightly that "stuff" is packed.

Archimedes' Principle

Archimedes was a Greek mathematician. He discovered the law of buoyancy. This law states that the buoyant force on a completely or partially submerged object equals the weight of the displaced fluid.

Elements

An element is a substance containing only one kind of atom. One kind of atom differs from another according to its number of protons. An atom of hydrogen (H) has one proton. Helium (He) has two protons.

Compounds

Elements can exist in pure form, such as pure oxygen. More often, elements combine to form a substance that is quite different from its ingredients. For example, hydrogen and oxygen, both gases, combine to form water, a liquid. A substance that combines two or more elements in specific proportions is called a compound.

Elements can combine in many ways forming different kinds of chemical bonds and different arrangements of atoms. The specific proportions determine how two or more elements will bond and how the resulting compound will behave. Two atoms of hydrogen combine with one atom of oxygen to form water (H₂O). Two hydrogen atoms combine with two oxygen atoms to form hydrogen peroxide (H₂O₂). This is a bleaching agent that has been used as rocket fuel.



Mixtures

A mixture is a combination of elements or compounds that does not involve a chemical bond. In other words, the ingredients hold onto their atomic identity. As a result, the ingredients of a mixture can be separated and recovered by ordinary mechanical means. These include filtering, settling, and distilling.

The ingredients in a mixture generally keep their characteristics. Sugar that is dissolved in water, for example, is both wet and sweet even though the sugar disappears from sight.

An alloy is a mixture made by mixing two or more pure metals or by mixing metals with nonmetals. The mixture is stronger than pure metal. For example, mixing small amounts of carbon with iron makes steel. Differences between compounds and mixtures include the following:

- Mixtures can be separated mechanically. Separating a compound requires breaking chemical bonds.
- In a mixture, ingredients keep their original properties.
- In a mixture, the proportion of ingredients does not have to be exact. Brass, for example, may have varying amounts of copper and zinc.

Properties of Materials

Designers, engineers, and builders must know the properties of materials in order to select the right ones for the job. Materials have many properties. The following explanations and drawings describe common properties.

• Sensory properties are those we can see, hear, smell, taste, or feel. Colors may be used to please the eye or to grab attention. Materials for blankets and infants' clothes are chosen for their softness. Scents are added to cleaning products to emit fresh, clean odors.

- Optical properties determine how a material reacts to light. Window glass is transparent—light passes through it and you can see through it clearly. Frosted glass is translucent—light passes through it, but you cannot see through it. Opaque materials do not allow light to pass through. Some opaque materials, such as aluminum foil, also reflect light.
- Thermal properties determine how a material reacts to heat. Most metals are good heat conductors. This is why pots and pans are frequently made of metal. Fiberglass and Styrofoam[™] resist the flow of heat. Therefore, these materials are commonly used to insulate structures and products.
- Electrical properties determine whether a material is a conductor, an insulator, or something in between (a semiconductor). Copper is a good electrical conductor, so it is frequently used in electrical wiring. Rubber blocks the flow of electricity. It is frequently used to cover the copper wire in electrical cords for safety.
- Magnetic properties determine how a material reacts to a magnet.
- Chemical properties deal with things such as whether a material will rust or whether it can dissolve other materials.
- Mechanical properties are those that describe how a material reacts to forces.



Electricity and Magnetism

Electricity

Electricity exists because most elementary particles of matter (such as electrons and protons) have a negative or positive charge. Like charges (two positives or two negatives) repel each other. Unlike charges attract. This electrical force is responsible for many natural phenomena. Technology has found many uses for it.

Electricity can be classified as static or current. In static electricity, the charges are "at rest." They remain in certain positions on objects. Static electric charges can build up when two different materials rub together, as when you walk on a carpet. If you then touch metal, the built-up charges suddenly flow away. They are no longer static, and you feel a shock. Lightning is another example of the sudden discharge (flowing away) of static electricity.

A flow of electricity is a current. A material through which current flows easily is called a conductor. A material through which almost no electricity can flow is called an insulator. Some materials can behave either as conductors or insulators, depending on what other materials are mixed with them. These are called semiconductors. They can be used to control the flow of electricity. For example, semiconductors are used to make computer chips.

Series and Parallel Circuits

The path electricity takes as it flows is called a circuit.

In a series circuit, individual components are connected end to end to form a single path for current flow. Series circuits have two major disadvantages. First, when connected in series, each circuit has to have its own switch and protective device. Second, if one component is open, the entire circuit is disabled.

Direction of Electron Flow

Series Circuit

In a parallel circuit, two or more loads are connected in separate branches. In most cases the parallel circuits are connected in series with a common switch and protective device. Equal voltage is applied to each branch of a parallel circuit. Current flow divides as it reaches the parallel path. The amount of current flowing through each branch depends on the resistance in that path only.

A flashlight has a simple circuit. Turning on the switch completes the circuit. This allows electricity to flow from the battery, through the switch, then through the bulb and back to the battery.



Ohm's Law

Current is the amount of charge that flows past a point in a circuit during a given time. Current is measured in amperes (A).

For a current to exist in a conductor, there must be an electromotive force (emf), or potential difference, between the two ends of a conductor. This electromotive force is measured in volts (V).

Even conductors resist the flow of current somewhat. The greater the resistance, the less current that flows. Resistance is measured in ohms (Ω).

The voltage, amperage, or resistance of an electrical circuit can be calculated by using Ohm's law (named for German physicist George S. Ohm). This law states that electric current equals the ratio of voltage and resistance.

I = E/R

In this formula, I stands for the intensity of the current, measured in amperes; E stands for electromotive force, measured in volts; and R stands for resistance, measured in ohms.



Magnetism

A pole is an area where magnetic density is concentrated. All magnets have two poles. These are designated as the north and south poles. The north pole of one magnet will attract the south pole of another magnet, while it will repel the other magnet's north pole.

Around the magnet is an invisible force field. When certain materials, such as iron, enter this force field, they become magnets, at least temporarily.

The planet Earth is a magnet with a force field extending into space. The force field, called the magnetosphere, protects us from harmful solar radiation. The poles of the earth magnet are not in exactly the same place as the geographic poles.

There is a scientific explanation for the action of magnets. Atoms produce magnetic fields. The magnetic field around a single atom is very weak. If the magnetic fields of a group of atoms align (point in the same direction), the force is much stronger. Such a group of atoms is called a domain. If the domains in a material align, that material becomes a magnet.

Electromagnetism

Magnets are not the only source of magnetic fields. Electric currents also produce magnetic fields. Magnetism produced by

> electricity is called electromagnetism. A magnet created by electricity is called an electromagnet. Electromagnets are very useful in many devices. Unlike other magnets, they are easily turned on and off. Their strength can be controlled by controlling the strength of the current.

Uses for Electricity and Magnetism

The relationship of electricity to magnetism has led to many developments in technology.

- Electromagnets make possible the magnetic levitation in maglev trains.
- A magnetic resonance imaging (MRI) machine creates a strong magnetic field that affects the atoms in the human body. The machine detects the patterns of energy absorption.
- Generators in power plants use magnets to convert the energy of motion (from steam, falling water, or wind) into electricity.
- Electric motors use magnets to change electricity into motion.
- Computers, VCRs, and tape players use magnetic tapes and disks to record and play back.

Light

Light is a form of energy. Sometimes it behaves like waves, sometimes like a stream of particles. The study of light has helped us develop technologies that make use of light as energy.

Properties of Light

Light travels in waves. The behavior of light waves is similar to the behavior of sound or water waves. For example, light waves bend as they pass through a small opening and spread out on the other side of the opening. This behavior is called diffraction. However, unlike water or sound waves, light waves can travel through a vacuum (an absence of air).

The Electromagnetic Spectrum

Visible light is only a part of the electromagnetic spectrum. This spectrum comprises a range of wavelengths that also includes radio and television waves, radar (microwaves), infrared rays, ultraviolet rays, X-rays, and gamma rays.



The speed of light is 300,000 kilometers (186,000 miles) per second in a vacuum. It travels at slower speeds through air, water, glass, or other transparent materials. When moving through an empty vacuum, light travels in a straight line. When light meets an object, the light may reflect (bounce off), be absorbed, or be transmitted (travel through).

When light passes through a material, it slows down and changes direction. This behavior is called refraction. You can see this effect if you put a straight straw into a glass of water. The straw will appear bent where it enters the water. It is not the straw that has bent, though, but the light.

Lenses

Lenses make use of the fact that light can be refracted. Most lenses are made of glass or transparent plastic and have at least one curved side. They can focus light (make light rays come together) or spread it out.

A divergent lens makes light rays bend away from each other. A divergent lens is thicker at its edges than at its center. The image seen through this lens is upright, smaller than the object, and virtual (located on the same side of the lens as the object). A virtual image cannot be shown on a screen. A real image can.



A convergent lens bends light rays toward each other. A convergent lens is thicker at the center than at the edge. The image formed by a convergent lens may be real or virtual, depending on the object's position in relation to the lens.



Uses of Light

Light finds various uses in communication and energy production.

- Pulses of light can be transmitted through fiber-optic cables. These pulses can carry telephone conversations, TV signals, or computer data.
- Photography (discussed in Chapter 7) is the control and recording of light. In video photography, light is recorded as magnetic patterns.
- Photovoltaic cells turn light energy into electrical energy. Some experimental vehicles are solar-powered.
- Lasers produce a very precise beam of light. The light waves are "in step" with each other. Laser uses include surgery and reading compact discs.

Cells

All living things are made of cells. Most cells are microscopic. An egg is an example of a very large cell.

Creatures such as bacteria consist of only one cell. Others are made up of many kinds of cells that have specialized functions. In the human body, for example, hair cells differ from liver cells. Both differ from muscle cells. In a plant, cells that make up the roots differ from the cells in the stalk.

Despite their variety, all cells share certain basic traits. Cells live by taking in food, converting it into energy, and eliminating waste. Cells reproduce by dividing in two. To carry out these functions, cells regulate their chemical reactions.

The chemical reactions that occur inside a cell depend on long, chainlike molecules called proteins. Even the simplest cell contains many different kinds of proteins. Each has a highly specific job to perform. DNA, for example, is a complicated combination of proteins. A technologist can cause a cell to produce something or stop producing something. The tool to make it happen would be a protein.

Plant and animal cells have certain features in common. A double-layered cell membrane made of a lipid (fat) keeps the watery contents of a cell in. It keeps almost everything else out. The membrane is dotted with proteins that act as gatekeepers. If a substance pushes against a gatekeeper protein and offers the right chemical fit, a passage opens. This is how a cell lets food in and discharges waste.

- Cytoplasm is a gel-like substance that fills the cell. It provides a medium for internal transport of materials.
- The nucleus is the core of the cell, containing its chromosomes. Chromosomes are made of DNA. This provides "templates" for assembling the right chemicals in the right way to carry on the life of the cell. Certain single-celled organisms, such as bacteria, do not have a nucleus.
- Mitochondria are structures (organelles) that provide energy to the cell. They break down nutrients with enzymes.
- Vacuoles are pockets for storing nutrients. Some animal cells do not have vacuoles. They may have other structures for storing materials until they are needed.
- Plant cells have two features not found in animal cells: chloroplasts and a thick cell wall.
- Chloroplasts create energy for plant cells. They use sunlight to convert water and carbon dioxide into simple sugars.
- A thick, fibrous cell wall surrounds the membrane of a plant cell. This provides rigidity to the overall structure of a plant.



Technology consists of processes and knowledge that people use to extend human abilities and to satisfy human needs and wants. The chapters of this textbook discuss the nature of technology, its effect on our lives, and the ways technology is used in the designed world.

Technology can be classified into six broad areas.



Energy & Power

Manufacturing





Transportation





Bio-Related

ENGINEERING

Design and Drawing for Engineering

Suppose you received the following instructions: "Go north on Route 6. Turn right at Hendricks and park by the pool." These instructions sound clear enough, don't they? But we all know that even wellchosen words might not be enough. The drawing below, on the other hand, is much clearer.

If you want to be sure someone understands your message, use a picture. As the old saying goes, "A picture is worth a thousand words."

Drawing pictures is a way of "thinking on paper." Pictures aid problem solving. If you're not sure whether the jewelry box you're making would look better with one drawer or two, sketch different designs until you find one you like. This section of the STEM Handbook will help you use a few graphic methods to communicate and work out solutions to problems. It is not a course in mechanical drawing. However, it will help prepare you for activities in this student text.

on C. Dieh/PhotoEd

If you have access to a CAD system, it is the tool of choice for drafting. Can a computer draw by itself? No. Will it turn a poor student into a good student? No. So what good is it? Perhaps the best thing about CAD is that it allows the user to modify a drawing, just as word processing allows the editing of text. You can cut and paste and save and recall files. You can quickly perform functions that might otherwise take much time and effort.



Sketching

The best way to express yourself graphically when time is short is by sketching. A single sketch can sometimes clarify complex thoughts. You can learn to draw good sketches by practicing.

Sketching Tools

Pencils are classed by the hardness of their lead. Pencils with hard leads are used when accuracy is needed, such as for charts and diagrams. Medium pencils are used for technical drawing and sketching. Soft pencils are used for doing general artwork and quick sketches.

Use a soft pencil. Hold it about 1½ inches from the point. Work big. Don't make small, cramped pictures. A good sketch should not look stiff and "perfect" like a mechanical drawing. The lines should be free and loose.

When sketching straight lines, spot your beginning and end points. Keep your eye



- Is it durable? Will it last?
- Is it attractive?

on the point toward which you are drawing (A). Draw vertical lines downward (B).



If an inclined line is to be nearly vertical, draw it downward (C). If it is to be nearly horizontal, draw it to the right (D).



Inclined lines can also be drawn as if they were vertical or horizontal by simply turning the paper (E). \frown



Sketching a Circle

Circles are hard for many people to draw. Many times they are lopsided. There are tricks you can use, however, that make drawing circles easier.

First, lightly sketch a square that is the diameter of your circle (1). Then mark the midpoints of the sides. Next, draw diagonal lines (2) and mark where the line of the circle will cross them. Finally, sketch in the circle (3). (Oval shapes can be drawn the same way, using a rectangle instead of a square.)



You can also draw a circle with the aid of centerlines. First, sketch two centerlines (1). Then add light radial lines, or "spokes," between them (2). Make marks where the line of the circle will cross. Finally, sketch in the circle (3).



Arcs can be sketched using the same general methods as for circles. First, lightly sketch a square of the same size as the arc. Draw a diagonal line, and mark off the size of the arc. Finally, sketch in the arc itself.

Building from Basic Shapes

The square, the rectangle, the circle, the cylinder, the triangle, and the cube can be used to draw other objects. Identify which of them have been used to help create the objects shown here.



Using a Protractor

The protractor is used for measuring different angles.



Drawing to Scale

Some objects cannot be drawn full-size. They are too big or too small. For this reason they are drawn smaller or larger than actual size. A building, for instance, may be shown on a map 1/36 size. Drawing objects larger or smaller than actual size, but in the correct proportions, is called "drawing to scale."



The scale to which a drawing is made should be indicated on the drawing. For example, "Scale: Half size" or "Scale: 1 in. = 1 ft."

Tools called scales are used by architects and engineers to quickly calculate scale reductions or enlargements. The architect's scale includes reduced-size scales in which fractions of an inch represent feet.

Dimensioning

Dimensions on a drawing give sizes. They are important when you or someone else must make an object from a drawing. There are many lines and methods used in dimensioning.

You will need to be able to recognize the various kinds of lines. The most important lines are object lines, hidden lines, dimension lines, extension lines, and leader lines.

- Object lines show the visible lines of the object.
- Hidden lines show where a line would be if you could see through the object.
- Dimension lines usually have the dimension written in the center. They end in arrows.
- Extension lines extend from the object to the dimension line and a little beyond it. They show the boundaries of the area being measured.
- Leader lines are usually used to give information or to dimension interior details, like holes. They lead from the dimension to the part referred to. They end in an arrow that touches the part.

All dimension figures should align with the bottom of the drawing. Never place a dimension directly on the object itself unless there is a good reason for it. The largest dimension goes on the "outside" of any shorter dimensions. Diameters of round objects are indicated with a symbol, which means "diameter." It is written before the dimension number. The symbol for a radius is R. It, too, is written before the number.



A dimension on a drawing is exact. It is usually not possible to make an object that is exact to within thousandths of an inch. For that reason dimensions are often given tolerances. A tolerance is the amount a given measurement can vary. For example, in the drawing of the five holes below, the diameter of each hole must be drilled to a size of .250 inch. With the tolerance given, the holes could be any size between .255 inch and .245 inch. In other words, there is a tolerance of plus or minus .005 (fivethousandths) of an inch.



Working Drawings

Working drawings, or multiview drawings, show how to make a product. All dimensions are given. The object is shown from as many angles as needed to indicate its width, height, and depth.

Working drawings show "head-on" views of the top, front, back, sides, and bottom of an object. Ordinarily, only three views are shown—top, front, and right side.

Α

They are produced by means of orthographic projection. "Ortho" means straight or at a right angle. In orthographic projection the pictures (views) of the object are of surfaces at right angles to one another.

Working drawings may require dimensioning. Most are drawn to scale. Drawing A shows the steps to follow in making a three-view working drawing.





2. Block in construction for arcs, circles, etc.



1. Block in boxes for views in proportion.



- 3. Complete details.
- 4. Add dimensions.

Orthographic projection is used to make a working drawing. Orthographic projection is the technique of showing several surfaces of an object "head on." Because many objects have six sides, as many as six views are possible. Usually, however, only three views are shown. These show the front, top, and right side.



Engineering Design

Engineering Design Process

These are the main steps in the engineering design process:

- **1.** Define the problem.
- **2.** Brainstorm, research, and generate ideas.
- **3.** Identify criteria and specify constraints.
- **4.** Develop and propose designs and choose among alternative solutions.
- **5.** Implement the proposed solution.
- **6.** Make a model or prototype.
- **7.** Evaluate the solution and any of its consequences.
- 8. Refine the design.
- **9.** Create the final design.
- **10.** Communicate the processes and results.

Defining the Problem

The design problem must be clearly stated before design work begins. It must include all of the important design requirements. You may need to clarify and restate the design problem. The problem will determine the design.

Checking the Design

Defining and refining the design is just the first part. A good design depends on the proper relationship of several elements. This requires careful planning. A good design depends on good planning. Check the design at each stage to ensure that the design will work.

Elements of Design

The elements of design are the main parts of the design. These elements include:

- Line This can be thin, thick, straight, or curved, among other forms.
- **Shape** Is it a rectangle, a triangle, or a circle?
- Mass What is the size of the object?
- **Color** This element can be used to highlight function or add interest.
- **Pattern** What is the appearance of the object's surface? Is it plain or does it carry a design?

Principles of Design

The effectiveness of a design can be judged against certain principles. These principles include:

- **Balance** Pleasing integration of various elements.
- **Proportion** Proper relation of parts to one another.
- Harmony Pleasing arrangement.
- **Unity** Ordering of parts to create an undivided total effect.

MATHEMATICS

Linear Measurement

A linear measurement is one made along a line. To make a linear measurement, use a rule or a tape measure.

Working with Fractions and Decimals

In the customary system of measurement, you'll often be working with fractions, especially when measuring materials. Most customary rules are divided into inches. A one-foot rule has 12 inches. A yardstick has 36 inches. The inches are divided into smaller parts (fractions). Typically, there are marks to show ½ inch, ¼ inch, ¼ inch, 1/8 inch, and sometimes ¼16 inch.



Adding Fractions

If the denominators are the same, add the numerators. Simplify the sum if necessary.

Example:

$$\frac{1}{8} + \frac{1}{8} = \frac{2}{8}$$

 $\frac{2}{8} = \frac{1}{4}$

If the denominators are different, you must rename the fractions with a common denominator before you can add them.

Example:

$$\frac{1}{4} + \frac{3}{8}$$

 $\frac{1}{4}$ is equal to $\frac{2}{8}$
 $\frac{2}{8} + \frac{3}{8} = \frac{5}{8}$

If the numbers are mixed, add the fractions. (If necessary, rename them with a common denominator first.) Add the whole numbers. Rename and simplify.

Example:

 $1 \frac{3}{4} + 2 \frac{1}{2}$ $\frac{1}{2}$ is equal to 2 $\frac{2}{4}$ $\frac{3}{4} + 2 \frac{2}{4} = 3 \frac{5}{4}$ $\frac{5}{4}$ is simplified to 4 $\frac{1}{4}$

Subtracting Fractions

If the denominators are the same, subtract the numerators.

Example:

 $\frac{3}{8} - \frac{2}{8} = \frac{1}{8}$

If the denominators are different, you must rename the fractions with a common denominator before you can subtract them. Simplify if necessary.

Example:

$$5/16 - 1/8$$

1/8 is equal to 2/16
 $5/16 - 2/16 = 3/16$

If the numbers are mixed, subtract the fractions. (If necessary, rename them with a common denominator first.) Subtract the whole numbers. Rename and simplify.

Example:

$$4 \frac{1}{8} - 2 \frac{1}{16}$$

1/8 is equal to 2/16
$$4 \frac{2}{16} - 2 \frac{1}{16} = 2 \frac{1}{16}$$



Multiplying Fractions

Multiply the numerators and then multiply the denominators. Simplify if necessary. Example:

$$\frac{2}{16} \times \frac{1}{2} = \frac{2}{32}$$

$$\frac{2}{32} = \frac{1}{16}$$

If the numbers are mixed, rename them as improper fractions. Then multiply the fractions. Rename and simplify as needed.

Example: Suppose you have 3¹/₄ pounds of cement. You need to use ²/₃ of it. How many pounds would that be?

$$\frac{2}{3} \times \frac{3}{14}$$

 $\frac{2}{3} \times \frac{13}{4} = \frac{26}{12}$
 $\frac{26}{12} = \frac{2}{16}$

Dividing Fractions

To divide by a fraction, multiply by its multiplicative inverse. In other words, invert the fraction and then multiply. Simplify if necessary.

Example: You have a collection of CDs. Each one, in its case, is ³/₈" thick. If you make a CD holder that is 6" wide, how many of your CDs will fit in it?

$$\begin{array}{r}
6 \div \frac{3}{8} \\
6 \times \frac{8}{3} = \frac{48}{3} \\
\frac{48}{3} = 16
\end{array}$$

Converting Fractions to Decimals

To convert fractions to decimals, divide the numerator by the denominator.

Example: To convert the fraction ³/₈, divide 3 by 8.

$$3 \div 8 = .375$$

Converting Decimals to Fractions

To convert decimals to fractions, write the decimal as a fraction and simplify.

Example 1:

$$.25 = \frac{25}{100}$$
$$\frac{25}{100} = \frac{1}{4}$$

Example 2:

$$375 = \frac{375}{1000}$$

 $\frac{375}{1000} = \frac{3}{8}$

The greatest common factor of the two numbers is 125. Dividing 375 by 125 = 3. Dividing 1,000 by 125 = 8.

Angles

An angle is the figure formed when two lines or two surfaces originate at the same point. Angles are measured in degrees. The following drawings show some common angles.





Types of Triangles

Triangles are classified according to the length of their sides.

- **Isosceles** A triangle having two equal sides.
- **Equilateral** A triangle having all sides equal.
- **Scalene** A triangle having three sides of unequal length.

Triangles are also classified according to the size of their largest internal angle. The right triangle has one internal angle of 90°, which is a right angle.

Rectangles and Triangles

A rectangle is a four-sided shape with four right angles (90°). The diagonals of a rectangle are always equal. They divide the rectangle into two right triangles. A right triangle has three sides. The longest side is called the "hypotenuse." These facts are important when laying out a perfect rectangle. You can use it when constructing a simple box or when laying out a large building.

Using Right Triangles

If you know the length of two sides of a right triangle you can figure the length of the third side by using the equation:

$$a^2 + b^2 = c^2$$

c = the hypotenuse, the side opposite the right angle

a and b = the two other sides

This equation is called the Pythagorean theorem. Here's a practical application. Let's say you want to build a storage shed that is $6' \times 8'$.

1. First establish the 8' side of the shed. Place a stake in the ground at each end of this side.

Using a calculator, enter 6. Then push the x² key. If you do not have that key, multiply 6 × 6. The result should be 36. Write down the answer or store it in the calculator's memory.

- **3.** Repeat Step 2 using the 8' dimension.
- **4.** Add the answers from Steps 2 and 3. It should be 100.
- **5.** With the answer of 100 still showing, press the square root key. The answer should be 10. This is the length, in feet, of the diagonal for your shed.
- 6. From the stakes you placed in Step 1, and using two tape measures, measure 6' from one stake and 10' from the other stake. Where the two measures intersect is where one of the back corners of the shed is located.

7. Repeat Step 6 from the other stake on the 8' line. Because diagonals of a rectangle are equal, you will have the layout of a perfect rectangle for your shed.

Surface Measurements

Surface measurements measure either the distance around a shape or the area that the shape covers.

Perimeter of a Rectangle or Square

The perimeter of a rectangle or square is the sum of all the sides. Since rectangles have two pairs of equal sides, you can find the perimeter (P) by adding twice the length (l) plus twice the width (w).

$$P=2l+2w$$

This formula works also for a square, but there's a simpler way to find the perimeter of a square. All four sides of a square are of equal length. Multiply one side by 4.

Area of a Rectangle or Square

To find the area (A) of a rectangle or a square, multiply one side (length, or l) by an adjacent side (width, or w). Note: Area is measured in square units.

Circumference of a Circle

The circumference is the distance around a circle. To find the circumference (C) of a circle, multiply the diameter (d) by the value of π , which is 3.14.

$$C = \pi d$$

The diameter of a circle is equal to twice its radius. You can find the circumference if you multiply twice the radius (r) by π .

$$C = 2\pi r$$

Area of a Circle

To find the area (*A*) of a circle, multiply π by the radius (*r*) squared.

$$A = \pi r^2$$

Perimeter of a Triangle

To find the perimeter of a triangle, add the lengths of the three sides.

Area of a Triangle

The area (A) of a triangle is one-half the product of the base (b) and the height (b).

Volume Measurements

Volume measurements measure the space inside three-dimensional shapes. Volume is measured in cubic units.

Volume of a Rectangular Prism

To find the volume (V) of a rectangular prism, multiply the length (l), the width (w), and the height (h).

Volume of a Cylinder

The base of a cylinder is a circle. To find the volume of a cylinder, multiply the area of the circular base by the height. (Remember, to find the area of a circle, multiply π times the radius squared.)

 $V = \pi r^2 h$

Ratios

A ratio is a way to compare two numbers, using division. For example, directions for mixing concrete may call for 120 pounds of sand and aggregate and 20 pounds of portland cement. The ratio of sand-aggregate to cement can be expressed as 120:20 or 120/20.

The ratio from this mix yields about one cubic yard of concrete. To find the right amounts to make 5 cubic yards of concrete, multiply both terms of the ratio by 5.

 $120 \times 5 = 600$ pounds sand-aggregate $20 \times 5 = 100$ pounds cement

To make a smaller batch—say, one-tenth of a cubic yard—divide both terms of the ratio in the same manner.

 $120 \div 10 = 12$ pounds sand-aggregate $20 \div 10 = 2$ pounds cement

The three ratios presented here are equivalent ratios. This is easy to see when you work the ratios as division problems.

$$120 \div 20 = 6$$

 $600 \div 100 = 6$
 $12 \div 2 = 6$

It's useful to reduce equivalent ratios to their simplest form. This means dividing until there is no number except one that goes into both terms evenly. Both terms of the ratio ¹²/₂ can be divided by 2. To find the simplest form of ¹²/₂, divide:

$$12 \div 2 = 6$$
$$2 \div 2 = 1$$

The simplest form of ¹²/₂ is ⁶/₁. Knowing the simplest form makes for the easiest conversions. With the concrete mix, we can say that a batch of any size needs a ratio of six parts sand-aggregate to one part cement.

Proportion

Proportion is the relation of one part to another. A proportion is an equality of two ratios. A proportion might be expressed as a is to b as c is to d.

Scale

A scale is the ratio of the number 1 to some larger number. Generally, the larger the second number, the smaller the scale. For example, if 1" on a drawing is the equivalent of 50", that would be expressed as 1:50.

Working with Percentages

A percent is a ratio that compares a number to 100. For example, if 80 percent of household waste is sent to landfills, that means 80 out of every 100 pounds goes to a landfill.

Equations involving percents include the percentage, the base, and the rate. If you know two of these, you can find the third.

Rate \times base = percentage Percentage \div base = rate Percentage \div rate = base

Integers

An integer is any of the whole numbers, as shown here on a number line. A fraction, since it is not a whole number, is not an integer. Integers can be positive or negative. Integers to the left of zero on the number line are negative. Integers to the right of zero are positive. Negative numbers may represent values such as temperatures below zero or a project's costs figured against expected income. Knowing how to solve equations that have negative numbers helps in figuring out the net effect of opposing forces. Examples would include torque versus rolling distance and thrust versus drag.

To make calculations with negative numbers, it is useful to refer to absolute value. The absolute value of an integer is the integer with its plus or minus sign taken away. Absolute value indicates how many steps an integer is away from zero. It is symbolized by a vertical bar before and after the integer. The absolute value of -3 is |3| and the absolute value of +8 is |8|.

To add integers that are both positive or both negative, add their absolute values and give the sum the same sign as the integers. For example, to add +8 and +4:

$$+8 + +4$$

 $|8| + |4| = |12|$
 $+8 + +4 = +12$
To add two negative numbers, -5 and -3:

$$-5 + -3$$

 $|5| + |3| = |8|$
 $-5 + -3 = -8$

To add integers that have opposite signs, find their difference in absolute value by subtracting. Then give the result the same sign as the integer with the higher absolute value. For example, to add +16 and -2:

$$+16 + -2$$

 $|16| - |2| = |14|$

After finding a difference in absolute value of 1141, we next wanted to attach a plus or minus sign to the answer. We attached a plus because the integer with the higher absolute value, 16, was positive.

As another example, let's add -9 and +4:

$$-9 + +4$$

 $|9| - |4| = |5|$
 $-9 + +4 = -5$

Given integers with opposite signs, we subtracted and found a difference in absolute value of 151. To decide whether the answer was plus or minus, we looked to the integer with the higher absolute value, -9.

Cartesian Coordinates

If you overlay two number lines perpendicular to each other so that they intersect at 0, the result is a Cartesian coordinate system. The usefulness of a coordinate system lies in its ability to express a series of related numbers as a graphic. For example, the work life of a machine tool might be represented as a line that slopes gently and then falls off sharply. This line would indicate that the tool has passed a critical point of wear.

The intersection marked zero is called the origin. The horizontal and vertical number lines are labeled x and y, respectively. To plot the points that will form a line or curve, use ordered pairs of coordinates such as (3, 1). The first coordinate, called the abscissa, locates the point horizontally (on the x-axis). The second coordinate, called the ordinate, locates the point vertically (on the y-axis).

In the example, the *x*-axis might represent the days of operation. The *y*-axis might show how far from nominal (ideal) the tool is in a particular dimension. Let's say design specifications allow the tool to vary from nominal by plus or minus one unit. At first the tool measures consistently as 1 unit above nominal. By day 5, the tool has worn down to the nominal measurement (5, 0). On day 6, the tool is still within 1 unit of specification (6, -1), but by day 7 the tool has worn out (7, -4).

Probability

The probability that a game die will come up 5 on any given roll is $\frac{1}{6}$. Rolling a 5 is one outcome among six possible outcomes. The expression $\frac{1}{6}$ is equivalent to .17 and may be stated as "a probability of 17 percent." A formula for finding the probability (*P*) of a specific outcome is

$$P = s/t$$

In this formula, s is a specific outcome (rolling a 5) and t is the total number of possible outcomes (the six sides of a die).

The probability formula relies on the assumption that all possible outcomes are equally likely. If the die is weighted on one side, then a factor other than chance will have a decisive effect. Suppose you are calculating the likelihood of rain tomorrow. The nearness of a massive storm would be a factor other than chance affecting tomorrow's weather. Probability formulas will tell you only about the effect of chance on outcomes.

If you flip a true coin five times and it comes up tails every time, people may say that your chance of coming up heads on the next flip has improved. This idea is incorrect. For any one flip of the coin, the probability of coming up heads is always ¹/₂, or 50 percent.

Looking at a record of many coin flips, you will find the number of heads to be around 50 percent. As the number of coin flips increases, the percentage for heads will get closer to 50 percent. Probability is a weak predictor for a single event. It becomes powerful when you are looking at a large number of events, such as estimating traffic over a bridge.

Statistics

Statistics is the analysis of data, usually in search of patterns that show trends, causeeffect relationships, or other useful factors. Data refers to numerical measurements. Examples include temperatures, copper prices, and real estate values.

Statistics typically relies on sampling. This is the collecting of a small number of measurements to represent the whole. Television ratings, for example, typically rely on a sample of about one thousand households. Statisticians have ways of confirming that a sample is valid. This is important. The alternative—taking all possible measurements—would be extremely expensive.

The use of statistics is particularly effective in two areas: identifying a norm within the data set and identifying change. Global warming and increased productivity in agriculture are examples of change identified by comparing previous data with current data. Such comparisons do not necessarily predict the future. However, they do give a basis for making plans.

Identifying the norm helps us understand what is typical in a data set. Statistics uses three concepts for finding mid-range value that is meaningful in a given application. These three concepts include mean, mode, and median.

Mean

The statistical mean, sometimes called the arithmetic average, is the sum of all the values in a data set divided by the number of items in the data set. Using the table of ABC Company sick days as an example, we find the statistical mean to be:

 $51 \div 10 = 5.1$

The mean gives a representative view when values are well distributed from one end of the range to the other.

Mode

The mode is the value that appears most often in a data set. In the ABC Company data, the mode is 3. Mode is a choice where in-between values obtained by averaging don't make sense, as in the number of children in a household.

Median

The median is the middle number in a data set when the data is arranged in numerical order. In the ABC Company example, the data set would be arranged as follows: 2 2 3 3 3 5 6 8 9 10. Since the data set has an even number of items, average the two middle numbers (3 and 5) and fix the median at 4. The median is the most useful when a few very high or very low values in the data would tilt the average in a misleading way.

ABC Company Workers Out Sick on Each of the Last Ten Workdays					
Workday	Number of Workers Sick				
1	2				
2	3				
3	2				
4	5				
5	9				
6	10				
7	6				
8	3				
9	3				
10	8				

Using a Calculator

Calculators can help you do math operations faster. Of course, you still need to understand math to know which operations to do. Here are some tips.

- Estimate the answer before you work the problem on the calculator. After you've used the calculator, compare the answer with your estimate. If the two differ, there has been an error. Work the problem again.
- After you have entered the number on the calculator, check the display. If you've made an error, press the "clear entry" (CE) key to remove the number.
- You do not need to enter zero before a decimal point. You do not need to enter final zeroes after a decimal point. Enter the number 0.327000 as .327.

• Remember that the answer displayed on the calculator may not be in its final form. For example, suppose you were solving the problem: \$45 is what percent of \$90? On a simple calculator, the answer would appear as .5. However, you should write this answer as 50 percent. (Recall that a percent is a ratio that compares a number to 100. The answer .5 is ⁵⁰/100, or 50 percent.)

Metric System of Measurement

Most countries use the metric system. The United States still uses the customary, or standard, system. However, many industries in the United States use the metric system. It is a good idea to learn to use both systems. The modernized metric system is known as the International System of Units. This is sometimes shortened to SI (for Système International d'Unités). It uses seven base units. In everyday life, only four units are in common use:

- The meter, the unit of length, is a little longer than a yard (39.37 inches).
- The kilogram, the unit of weight (mass), is a little more than two pounds (2.2 pounds).
- The liter, the unit of liquid capacity or volume, is a little more than a quart (about 1.06 quarts).
- The degree Celsius is the unit for measuring temperature.

Common Metric Units (SI base units are indicated by *)							
Unit	Symbol	Quantity					
ampere*	А	Electric current					
candela*	cd	Luminous intensity					
degree Celsius	°C	Temperature					
kilogram*	kg	Weight (mass)					
kelvin*	К	Thermodynamic temperature (for scientific use)					
liter	L	Liquid capacity (volume of fluids)					
meter*	m	Length					
mole*	mol	Amount of substance					
second*	S	Time					
volt	V	Electric potential					
watt	W	Power					

The metric system is a decimal system that uses seven base units. All units larger and smaller than the base units are based on multiples of ten, with no fractions. To indicate these larger and smaller units, prefixes are added to the term for the base unit. For example, larger and smaller units of length are indicated by adding such prefixes as kilo-, centi-, and milli- to the word meter. A kilometer is 1,000 times larger than a meter. A centimeter is 100 times smaller than a meter (one-hundredth of a meter). A millimeter is 1000 times smaller than a meter (one-thousandth of a meter). These three prefixes are the most common. They are used for nearly all units of measurement. Both the prefixes and the names of the units can be shortened by using symbols.

Metric-customary conversions are shown in the table on page 531.

Common Metric Prefixes								
Prefix	Symbol	Meaning						
nano	n	One-billionth of						
micro	μ	One-millionth of						
milli	m	One-thousandth of						
centi	с	One-hundreth of						
kilo	k	One thousand times						
mega	М	One million times						
giga	G	One billion times						

					°F (\frown)°C
	When you wa	nt to convert:	Multiply by:	lo find:				100
				-	210 -		Ξ	- 100
	Length	inches	2.54	centimeters		Ξ	\equiv	
		centimeters	0.39	inches	200 -	=	\equiv	
		feet	0.30	meters	190 -	_	\equiv	- 90
		meters	3.28	feet	150	\equiv	\equiv	
		yards	0.91	meters	180 —		\equiv	
		meters	1.09	yards		\equiv	\equiv	- 80
		miles	1.61	kilometers	170 -	_	\equiv	
		kilometers	0.62	miles	160 -	=	\equiv	
					100	\equiv	\equiv	- 70
	Mass	ounces	28.35	grams	150 —		\equiv	
	and	grams	0.04	ounces		\equiv	\equiv	
	Weight	pounds	0.45	kilograms	140 —	=	\equiv	- 60
1		kilograms	2.20	pounds	130	=	Ξ	
		tons (short)	0.91	tonnes (metric tons)	100	\equiv	Ξ	
		pounds	4.45	newtons	120 —		\equiv	- 50
		newtons	0.23	pounds		\equiv	Ξ	
					110 -	_	Ξ	
	Volume	cubic inches	16.39	cubic centimeters	100 —	=	Ξ	- 40
		cubic centimeters	0.06	cubic inches		Ξ	\equiv	
		cubic feet	0.03	cubic meters	90 —	_	Ξ	20
		cubic meters	35.31	cubic feet	80	Ξ	=	- 30
		cubic miles	4.17	cubic kilometers		=	\equiv	
		cubic kilometers	0.24	cubic miles	70 -	_	\equiv	20
		liters	1.06	quarts		Ξ	Ξ	20
		liters	0.26	gallons	60 —	=	\equiv	
		gallons	3.785	liters	50	Ξ	Ξ	10
					50 -	=	=	10
	Area	square inches	6.45	square centimeters	40	_	\equiv	
		square centimeters	0.16	square inches		\equiv	Ξ	0
		square feet	0.09	square meters	30 —			0
		square meters	10.76	square feet	20		圭	
		square miles	2.59	square kilometers	20 7	4	圭	10
		square kilometers	0.39	square miles	10	-		10
		hectares	2.47	acres			圭	
		acres	0.40	hectares	0 _	4	圭	20
					-10	丰	=	
	Temperature	Fahrenheit	5/9 (°F - 32)	Celsius				
		Celsius	9/5 °C + 32	Fahrenheit				
		- 510140						

Metric-Customary Conversions

Weight as measured in standard Earth gravity

Academic Vocabulary Glossary

A

- **accurate** Free from error, especially as the result of care, p. 104
- achieve To attain a desired end or aim, p. 33
- acquire To come into possession or control of something, p. 362
- **adequate** Sufficient for a specific requirement, p. 325
- **allocate** To apportion for a specific purpose or to particular persons or things, p. 426
- alternative One of two or more choices or courses of action, p. 462
- **analyze** Distinguishing the parts of something in order to discover its true nature, p. 220
- **approach** The taking of preliminary steps toward a particular purpose, p. 482
- area A geographic region, p. 114
- **associate** To connect one thing with another in the mind, p. 406
- **attitude** A feeling or emotion toward a fact or state, p. 58
- **automate** To operate by use of a self-acting or self-regulating mechanism, p. 370
- automatic Done by machine, p. 11
- **aware** Having or showing realization, perception, or knowledge, p. 151

B

benefit To be useful or profitable, p. 432

C

- **community** A body of persons of common and especially professional interests scattered through a larger society, p. 405
- **compare** Examine and note the similarities or differences of, p. 174
- **compensate** To offset an undesired effect, p. 249
- **complex** A whole structure (such as a building) made up of interconnected or related structures, p. 481
- **component** A constituent part; ingredient, p. 210

concept An idea generalized from particular instances, p. 361 **conduct** To direct or take part in an operation or management, p. 297 consider To think about carefully, p. 100 **consist** To be composed or make up of, p. 429 constant Something invariable or unchanging, p. 140 **contact** To get in communication with, p. 367 **control** To exercise power or influence over something, p. 424 **convert** To change from one form or function to another, p. 449 convince Bring to belief, consent, or a course of action, p. 318 create To make or bring into existence something new, p. 62 crucial Of extreme importance, p. 351

D

demonstrate To prove or make clear by reasoning or evidence, p. 249
determine To settle or decide by choice of alternatives or possibilities, p. 257
device A piece of equipment, p. 9
distinct Distinguishable to the eye or mind as discrete; separate, p. 31
distribute To give out or deliver, p. 344

E

- **element** One of the factors determining the outcome of a process, p. 119
- **enable** To make possible, practical, or easy, p. 270
- enhance To increase or improve in value, quality, desirability, or attractiveness, p. 36
- **ensure** To make sure, certain, or safe, p. 295 **environment** The aggregate of social and
- cultural conditions that influence the life of an individual or community, p. 461
- **equip** To furnish appropriate provisions for service or action, p. 254
- error Something produced by mistake, p. 217

Academic Vocabulary Glossary

- establish To put on a firm basis; set up, p. 342
- **evaluate** To determine the significance, worth, or condition of, usually by careful appraisal and study, p. 79
- **expand** To increase the extent, number, volume, or scope of, p. 449
- **expert** Someone with special knowledge or ability, p. 304

Ē

factor An active contributor to the production of a result, p. 192

- **feature** To have or present something or someone as an important element, p. 258 **formula** A general fact, rule, or principle
- expressed in mathematical symbols, p. 269
- **function** The action for which a person or thing is specially fitted or used or for which a thing exists, p. 212

G

generate To bring into existence, p. 167goal The end toward which effort is directed, p. 142

identify To establish the identity of someone or something, p. 238

impact A significant or major effect, p. 38

income A gain or recurrent benefit, usually measured in money, that derives from capital or labor, p. 316

indicate To point out or point to, p. 272

individual Something or someone existing as a distinct entity, p. 91w

integral Essential to completeness, p. 422

interact To act upon one another, p. 475

internal Of, relating to, or occurring on the inside of an organized structure, p. 299

invest To commit money in order to earn a financial return, p. 201

item An object of attention, concern, or interest, p. 351

journal A record of current transactions, p. 228

- **labor** Human activity that provides the goods or services in an economy; or workers available for employment, p. 29
- **link** On a Web-site page, an identifier that permits connection to another Web-site page or element; also known as hyperlink, p. 274

M

- maintain Keep in an existing state, p. 387method A way, technique, or process of or for doing something, p. 200
- **monitor** To watch, keep track of, or check, p. 313

network A usually informally interconnected group or association of persons, often within professions, p. 171

0

objective Something toward which effort is directed, p. 395

obtain Gain or attain, usually by planned action or effort, p. 60

overseas Of or relating to movement, transport, or communication over the sea, p. 478

P

percent A value determined on the basis of a whole divided into 100 equal parts, p. 148
period A portion of time determined by some recurring phenomenon, p. 341
potential Possibility for development, p. 368
predict To foretell on the basis of observation, experience, or scientific reason, p. 15

Academic Vocabulary Glossary

- **principle** A comprehensive and fundamental law, doctrine, or assumption, p. 318
- **process** A continuous operation, p. 198 **project** To plan, figure, or estimate for the
- future, p. 7
- **publication** A published work such as a magazine or journal, p. 239
- **purchase** To obtain by paying money or its equivalent, p. 345
- **purpose** The goal or intended outcome of something, p. 231

R

- range To change or differ within limits, p. 73
- recall To remember, p. 25
- **region** A broad geographic area distinguished by similar features, p. 119
- regulate To bring under the control of law or constituted authority, p. 456relationship The state of being related or
- interrelated, p. 94
- **require** To call for as suitable or appropriate, p. 390
- **response** To show a reaction, p. 197
- restrict To confine within bounds, p. 409
- **role** A function or part performed in a
- particular operation or process, p. 474 route An established or selected course, travel, or action, p. 396

S

- secure Free from risk or loss, p. 411
- seek To make an attempt, p. 291
- **sequence** A continuous or connected series, p. 76
- **series** A number of things or events of the same class coming one after another in spatial or temporal succession, p. 168
- similar Having characteristics in common; strictly comparable, p. 49
- **source** One that provides information, p. 324

- **specific** Applying to, characterized by, or distinguishing something particular, special, or unique, p. 99
- **structure** Something arranged in a definite pattern of organization, p. 104
- **survey** To query in order to collect data for the analysis of some aspect of a group or area, p. 12

T

- **target** To set as a goal or mark, p. 366 **technical** Of or relating to proficiency in a practical skill, p. 144
- **technique** A method of accomplishing an desired aim, p. 48
- **technology** A manner of accomplishing a task using technical processes, methods, or knowledge, p. 188
- **theory** A belief, policy, or procedure proposed or followed as the basis of action, p. 73
- **tradition** An established or customary pattern of thought, action, or behavior, p. 16
- **transfer** To convey from one person, place, or situation to another, p. 454
- **transmit** To send or convey from one person or place to another, p. 162

U

ultimate Last in a progression or series, p. 53 **undergo** Submit to, p. 252 **unique** Distinctively characteristic, p. 433

V

- vary To make differences between items, p. 163vehicle A means of carrying or transporting
- something, p. 136 via By way of, p. 480
- visual Capable of being seen; visible, p. 303
- **volume** Mass or the representation of mass, p. 114

A

- **abrading** Changing the shape of a material by rubbing off small pieces, such as with sandpaper, p. 347
- **abutment** A structure that supports the end of a bridge or dam, p. 428
- **AC** Alternating current; electrical flow that constantly changes direction, p. 162

acid rain A weak sulfuric acid created when sulfur dioxide in the air mixes with rain and oxygen, p. 148

added value The increase in how much a material is worth after it has been processed into a finished product or a part for a finished product, p. 345

advertising Making a public announcement that a product is available for sale, p. 369

Al Artificial intelligence; computer program that can solve problems and make decisions ordinarily handled by humans, p. 218

alloy A material made by mixing a metal with other metals or materials, p. 63

alternating current See AC, p. 162

amperage (AM-purr-ag) The electrical flow, p. 163

analog signal An electrical signal that changes continuously, p. 173

animation Creating a series of slightly varying drawings or models so that they appear to move and change when the sequence is shown, p. 268

antibiotic In medicine, a substance that kills bacteria, p. 301

aperture (APP-ih-chur) The opening that controls the amount of light that enters a camera, p. 249

- **aquaculture** Growing fish, shellfish, or plants in artificial water ecosystems, p. 326
- artificial ecosystem A human-made, controlled environment built to support humans, plants, or animals, p. 325

assembly drawing A drawing that shows how to put parts together to make an item, p. 99

- **assembly line** Series of work stations at which individual steps in the assembly of a product are carried out as the product is moved along, p. 343
- **atom** The smallest particle of an element that still retains the properties of the element, p. 161

B

- **balance** A state of steadiness or stability; one of the principles of design, p. 74
- **beam bridge** A bridge that rests on girders laid across the span and is frequently supported by piers partway along the span, p. 429
- **beankstalk Principle** The rule that states systems, processes, and products should not grow beyond an optimal or ideal size, p. 37
- **binary code** An electronic code that a computer can understand and which is based on the binary number system, p. 212
- **biometrics** The science of measuring an individual's unique features, p. 200
- **bionics** Creating replacements for human body parts, p. 304
- **bioremediation** Using bacteria and other organisms to clean up contaminated land and water, p. 324
- **biosynthesis** Making chemicals using biological processes, p. 324
- **brainstorming** A group problem-solving technique in which members call out possible solutions, p. 79

browser Software program that provides access to the World Wide Web, p. 274

- **building code** A rule used to control how structures are built, p. 395
- **building site** Location for construction of a building, p. 406

bullet train High-speed, all-electric locomotive with a bullet-shaped nose, p. 475

agroforestry Turning forests into controlled environments dedicated to the replacement of trees, p. 326

audio The recording and reproduction of sound, p. 267

C

cable-stayed bridge A bridge supported by inclined cables connected to towers, p. 428

CAD Computer-aided drafting or computeraided design; the use of a computer system in place of mechanical drawing tools to create technical drawings and/or design an object, p. 95

calorie The measure of energy in food, p. 136

CAM Computer-aided manufacturing; a system that uses computers to operate the machinery in a factory, p. 365

cantilever bridge (CAN-tih-lee-vur) A bridge made of beams supported by the ground at only the ends; the beams meet in the middle of the bridge, p. 429

capital Accumulated wealth, which may be money, credit, or property, p. 29

CCD Charge-coupled device; a special microchip inside a digital camera that converts light into an electrical signal, p. 251

central processing unit See CPU, p. 211

ceramic Material made from nonmetallic minerals that are fused together with heat, p. 64

CIM Computer-integrated manufacturing; the use of one computer system to control the design, manufacturing, and business functions of a company, p. 365

circuit The pathway that electricity flows along; often includes parts such as a wire and a device to which the electricity is being delivered, p. 162

cloning Producing an identical copy of an individual plant or animal, p. 321

closed-loop system A system that has a way of controlling or measuring its product, p. 33

CMOS A special microchip inside a digital camera that converts light into an electrical signal, p. 251

CNC Computerized numerical control; machine tool operation controlled by commands from a computer, p. 365

combining Joining materials together, p. 49

commercial airplane An airplane that carries passengers or freight in order to make money, p. 482

commission A payment made to a salesperson or agent for business they have done, p. 352

communication technology The transfer of messages among people and/or machines through the use of technology, p. 188

composite A material made by combining two or more other materials, p. 64

computer-aided drafting See CAD, p. 95 **computerized axial tomography** See CT *scan*, p. 299

computerized numerical control See CNC, p. 365

computer virus A set of destructive instructions that "infects" a computer system and can cause damage, p. 213

concrete A mixture of cement, sand, stones, and water that hardens into a construction material, p. 394

conditioning Changing the inner structure of a material, p. 50

conductor Material that allows electricity to flow easily through it, p. 166

conservative design Design strategy used to be sure structures can bear more weight than required under normal conditions, p. 396

constraint A restriction on a product, p. 36

containership Large ocean-going vessel designed to carry specially designed containers filled with cargo, p. 480

copy In printing, a graphic message ready for reproduction, p. 237

CPU Central processing unit; the part of a computer that processes information; the "brain" of the computer, p. 211

craft A skilled occupation, usually done with the hands, such as carpentry or sewing, p. 341

crane In construction, a large machine used to lift heavy loads by means of a hook attached to cables, p. 424

- **crankshaft** The part of an engine that changes the reciprocating motion of the pistons to the rotary motion that turns the wheels, p. 454
- **criteria** Standards that a product must meet in order to be accepted, p. 36
- **CT scan** Computerized axial tomography; an X-ray image enhanced by a computer and shown on its screen, p. 299
- **curtain wall** Exterior wall on a skyscraper that does not help support the building, p. 393

D

- **DC** Direct current; the one-directional flow of electrons, p. 162
- dehydrate To remove moisture, p. 317
- deoxyribonucleic acid See DNA, p. 318
- **desktop publishing** The use of desktop computers and small printers for publishing, p. 239
- **developer** In photography, a chemical used during processing to reveal the latent image, p. 256
- **digital compression** Reducing the size of a digital file by removing bits of data that can be recreated later, p. 270
- **digital signal** An electrical signal having distinct values, p. 173
- **dimension** A size or location of object parts indicated on a technical drawing, p. 92 **direct current** See *DC*, p. 162
- **director** The person in charge of instructing the performers and guiding the camera work during a video production, p. 272
- **displacement** A measure of the weight of the water that is moved out of the way by a floating ship and its cargo, p. 478
- **distributed computing** Network of computers that researches and analyzes data during computer downtime, p. 220
- division of labor System of organizing manufacturing by giving separate tasks to separate workers or groups of workers, p. 343

- **DNA** Deoxyribonucleic acid; the molecules in a gene that carry genetic information, p. 318
- **drafting** The techniques used to make drawings that describe the size, shape, and structure of objects, p. 89
- **driving wheel** A wheel that transmits motion from one part of a vehicle to another, p. 472
- **drywall** In construction, the inside covering of walls and ceilings that is made from plaster and sturdy paper, p. 414
- **durable good** Manufactured product that lasts three or more years, p. 341
- **dynamic digital printing** The use of printing machines that print directly from a computer file instead of a printing plate, p. 232

E

- editing Cutting and arranging material in order to decide its final sequence and content in an audio or video production, p. 273
- **efficiency** The ability to achieve a desired result with little effort and waste, p. 145
- electricity The movement of electrons from one atom to another, p. 161
- electromagnetic carrier wave See *electromagnetic wave*, p. 194
- electromagnetic wave Wave of electromagnetic energy used to carry an electronic signal through the atmosphere; also referred to as an *electromagnetic carrier wave*, p. 171
- electronic device A device that changes one form of energy, such as sound, into an electrical signal that can be transmitted by a sender through a channel to a receiver, p. 170
- e-manufacturing Using electronic information in the manufacture of a product, p. 366
- **emissions** Gases released into the air as a result of combustion, p. 455

embankment The main part of a dam that holds back the water, p. 431

endoscope In medicine, a small, flexible instrument, having a camera attached, that is inserted into a patient through an incision or by some other means, p. 300

energy The capacity or ability to do work, p. 134

energy conservation The management and efficient use of energy sources, p. 150

engineering Designing products or structures so that they are sound, and deciding how they should be made and what materials should be used, p. 11

ergonomics The design of equipment and environments to promote human safety, health, and well-being; also called *human factors engineering*, p. 295

ethanol A liquid fuel made from corn, p. 456

excavation In construction, a large hole, p. 424

expert system Form of artificial intelligence in which information from experts is collected and stored in a computer's memory, p. 218

external combustion engine An engine that burns fuel to create energy; its power source is outside the engine, p. 449

E

feedback The part of a closed-loop system that provides control or measurement of the product, p. 34

fertilizer A chemical compound used to restore nutrients to the soil, p. 315

fiber optic cable In communication, thin, flexible, glass strands that transmit light over great distances in order to carry information, p. 172

finishing In manufacturing, the last step in making a product; used to improve appearance, p. 51

flexography A relief printing process that uses a raised, rubber printing plate, p. 229 **focus** In photography, a term used to describe the sharpness of an image, p. 249

footing The bottom part of a foundation, made of hardened concrete and located under the foundation wall, p. 410

forming In manufacturing, changing the shape of a material, p. 48

fossil fuel Fuel produced from the fossils of long-dead plants and animals, p. 137

foundation The part of a house that rests on the ground and supports the upper structure, p. 410

four-color process printing Combining magenta, cyan, yellow, and black to produce all the other colors used on printed materials, p. 239

four-wheel drive Transfer of power from the vehicle's engine to both front and rear wheels, p. 472

frequency The number of cycles or changes in direction of alternating current; measured in hertz, or cycles per second, p. 163

front-wheel drive Transfer of power from a vehicle's engine to the front wheels, p. 472

fuel cell A device that converts the chemical energy of a fuel, such as hydrogen, into electrical energy, p. 462

G

gable roof A roof with two sloping sides that meet at the ridge and form a triangular shape at either end, p. 411 **gene** In biotechnology, the factor in cells

that carries heredity, p. 318

genetic engineering Altering or combining genetic material in order to treat a disease or modify body characteristics, p. 303

genetic testing Evaluation of a person's genes to discover if the person is at risk for a particular disease, p. 298

geothermal energy Heat energy produced under the earth's crust, p. 141

graphic communication Sending and receiving messages using visual images and printed words or symbols, p. 193

- **gravure printing** (grah-VYOOR) A printing process in which letters and designs are etched or scratched into a metal plate; ink fills these grooves and is then transferred to paper, p. 230
- **greenhouse effect** Increase in the temperature of the earth's atmosphere caused by a rise in carbon dioxide, p.149

Ð

- halftone In printing, a photograph reproduced using a series of dots, p. 238
- hand tool Tool powered by human muscle, p. 54
- **helicopter** An aircraft that is lifted straight up by one or two rotors, p. 483
- **horsepower** A measurement of power based on lifting, pounds one foot in one second, p. 143
- **HTML** Hypertext markup language; the code in which information on the World Wide Web is written, p. 274
- human factors engineering The design of equipment and environments to promote human safety, health, and well-being; also called *ergonomics*, p. 73
- **humanities** School subjects having to do with cultural knowledge, such as language and history, p. 116
- **hybrid** In biotechnology, an organism bred from two different species, breeds, or varieties; in manufacturing, a manufactured product made from a mixture of different elements, p. 314, p. 461
- **hydraulic power** Fluid power produced by putting a liquid under pressure, p. 144
- **hydroelectric power** Electricity generated by turbines that are propelled by flowing water, p. 141
- **hydroponics** Growing plants in nutrient solutions without soil, p. 325
- **hypertext markup language** See *HTML*, p. 274
- **hypothesis** An explanation for something that is used as the basis for further investigation, p. 113

- **ignition system** In transportation, an engine system that starts the fuel burning, p. 455
- **immunization** In medicine, a process for making the body resistant to disease, usually by vaccination, p. 294
- **implant** In medicine, an electronic device inserted into the body, p. 303
- **Industrial Revolution** Social and economic changes in Great Britain, Europe, and the United States that began around 1750 and resulted from making products in factories, p. 341
- **Information Age** Period beginning around 1900 in which human activities focused on the creation, processing, and distribution of information, p. 118
- **ink-jet printing** Printing process that uses spray guns to spray ink on the printing surface, p. 235
- **innovation** (in-noh-VAY-shun) The process of modifying an existing product or system to improve it, p. 73
- **inorganic material** Material that comes from minerals that were never alive, p. 60
- **input** Whatever resources that are put into a system, p. 32
- **insulation** Material used to keep heat or cold from entering or leaving a building, p. 413
- **insulator** Material that resists the flow of electricity, p. 166
- **integrated circuit** A tiny chip of semiconducting material, such as silicon, that contains many of the electrical circuits needed to operate an electronic device, p. 174
- **intermodal transportation** Using two or more forms of transportation to move people or cargo more efficiently, p. 479
- **internal combustion engine** In transportation, an engine in which the fuel is burned inside, p. 452
- **invention** Turning ideas and imagination into new products and systems, p. 73

- **irradiation** In biotechnology, treating products with radiation to destroy pathogens, p. 291
- **irrigation** Bringing a supply of water to crops, p. 315
- **isometric drawing** A pictorial drawing that shows three sides of an object that has been rotated thirty degrees and tilted forward thirty degrees, p. 92

J

- **jet engine** A type of gas turbine engine that pushes a vehicle forward, as hot air and exhaust are shot out the back of the engine, p. 457
- **jumbo jet** A very large airplane that carries several hundred passengers at one time, p. 482
- **just-in-time delivery** In manufacturing, a method of scheduling the arrival of materials at the time they are needed so that storage is not necessary, p. 351

- **laser** A very powerful, narrow beam of light in which all the light rays have the same wavelength, p. 172
- **laser surgery** In medicine, surgery done with a laser beam instead of a scalpel, p. 302
- **latent image** In photography, the invisible image produced on exposed film, p. 252
- **layout** Arrangement of elements on a page to be printed, p. 238

lens In photography, a piece of glass used to focus and magnify light, p. 249

letterpress printing A printing process that uses raised letters, symbols, or designs that are inked and then pressed against paper, p. 229

lift The upward movement of an airplane resulting from reduced pressure above the wing and increased pressure below it, p. 482

lighter-than-air craft An aircraft lifted by being filled with a gas that is lighter than air, p. 483

- **line art** In printing, drawings and other art elements made of solid lines and shapes, p. 238
- **lithography** A printing process that is based on the principle that oil and water do not mix, p. 230
- **load** The output force of a power system, p. 144
- **lumber** In construction, pieces of wood cut from logs into convenient shapes, p. 393

machine A tool with a power system that takes advantage of certain scientific laws that enable the tool to work better, p. 27

machine tool In manufacturing, a machine used for shaping or finishing metals and other materials, p. 16

machine-to-machine communication The transfer of messages from one machine, usually a computer, to another, p. 198

maglev train Train that is levitated and propelled by the use of electromagnets, p. 475

magnetic resonance imaging See *MRI*, p. 299 maintenance The process of inspecting and servicing a system on a regular basis to enable it to continue functioning properly, to extend its life, or to upgrade its capability, p. 457

marketing Telling potential customers about products and services in such a way as to make them eager to buy, p. 352

market research The process of getting people's opinions about a product so that a company knows what changes to make or whether to sell the product, p. 350

mass transportation Transportation that moves many people at one time and is available to the general public, p. 471

measuring tool Tool used to identify size, shape, weight, distance, density, or volume, p. 53

mechanical property Way in which a material reacts to a force, p. 61

mode A way of doing something, p. 196

- **model** Replica of a proposed product that looks real but does not work, p. 102
- **monoculture farming** In biotechnology, raising only one crop or one species of plant, p. 316
- **mortar** In construction, a mixture similar to concrete used to fasten concrete blocks or bricks together, p. 410
- **Motion Capture** The process whereby an actor performs physical actions that are recorded by sensors attached to his or her body, p. 274
- **MRI** Magnetic resonance imaging; in medicine, the use of a magnetic field to create an image of body structures, p. 299
- **multimedia** A combination of different media into one presentation to create a more enriched and entertaining message, p. 266
- **multiview drawing** A technical drawing that shows an object from several different views, p. 91

N

nanotechnology The science of working with the atoms or molecules of materials to develop very small machines, p. 15

- National Institute of Occupational Safety and Health See NIOSH, p. 367
- **navigable waterway** A body of water that is deep and wide enough to allow boats and ships to pass, p. 477
- **negative** In photography, an image produced on exposed film after processing; light areas appear dark and dark areas appear clear, p. 256
- **NIOSH** National Institute of Occupational Safety and Health; the government agency that approves for use protective equipment, such as safety glasses, p. 367
- **non-durable good** A manufactured product that lasts less than three years, p. 341

0

oblique drawing A pictorial drawing that shows one side of the object face-on, without any distortion, and the other sides at an angle, p. 93

- **Occupational Safety and Health Administration** See OSHA, p. 367
- **Ohm's law** Scientific law expressing the relationship among electrical amperage, voltage, and resistance; it takes one volt to force one ampere of current through a resistance of one ohm, p. 164
- **open-loop system** A system with no way of controlling or measuring its product, p. 32
- **operating system** The program a computer follows that tells it how to operate, p. 212
- **optimization** In manufacturing, creating the most effective and functional product, system, or process, p. 36
- **organic material** Material that comes from something that is or was once alive, p. 60
- **OSHA** Occupational Safety and Health Administration; the government agency that sets safety rules and checks to make sure the rules are being followed, p. 367
- **outlet works** Section of a dam with gates that allow water to flow through, p. 431 **output** What a system produces, p. 33

P

- **parallel circuit** An electrical circuit having multiple pathways carrying current to individual devices; if one device stops working, the others are not affected, p. 169
- **pasteurization** Heat treatment used to destroy pathogens in food, p. 291
- **pathogen** Organism that causes disease, p. 291
- **payload** Another term for cargo, p. 484 **personal privacy** The right of individuals to keep certain information away from public view, p. 200

perspective drawing A realistic pictorial drawing in which receding parallel lines come together at a vanishing point, p. 94

- **pharming** In biotechnology, using genetically modified organisms to produce medicines, p. 324
- **photosite** In photography, a tiny lightsensitive cell that converts light into an electrical charge, p. 253

- **pictorial drawing** A drawing that shows a three-dimensional object realistically, p. 92
- **pier** In construction, a concrete column used to add support to a foundation, p. 424
- **pile** In construction, a large shaft driven deep into the soil to support a structure, p. 424
- **piston** A plug that slides inside a cylinder of an engine, p. 449
- **pixel** One of many tiny dots of light used to create a video image; acronym for *picture element*, p. 267
- **pneumatic power** Fluid power produced by putting a gas under pressure, p. 144
- **portable electric tool** Small, portable tool powered by electricity, p. 54
- **power** A measure of work done over a certain period of time when energy is converted from one form to another or transferred from one place to another, p. 142
- **primary tool** A basic tool that is hand held and muscle powered, p. 27
- **print** A printed copy of a graphic message, p. 237
- **problem statement** A statement that clearly defines a problem to be solved, p. 77
- **process** The conversion of a system's input into a useful product, or output, p. 33
- **producer** The person responsible for an entire audio or video production, p. 271
- **profit** Money left over after all the bills for making a product are paid, p. 352
- **program** A set of instructions that a computer follows, p. 212
- **propellant** In transportation, a fuel mixture that causes an explosive thrust, p. 458
- **proportion** The correct relationship between sizes and quantities in a design, p. 74
- **prototype** In manufacturing, a working model of a proposed product, p. 102

Q

quality assurance The process of inspecting products to make sure they meet all standards that have been set, p. 351

R

R&D See *research and development*, p. 361

- **RAM** Random access memory; memory in a computer's CPU that stores data temporarily, p. 211
- random access memory See *RAM*, p. 211 rapid prototyping Using CAD and a special machine to make a three-dimen-
- sional model of an object, p. 102 read-only memory See ROM, p. 211
- **rear-wheel drive** Transfer of power from a vehicle's engine to its rear wheels, p. 472
- **reciprocating motion** (ree-SIP-roh-kay-ting) In an engine, up-and-down or back-and forth motion that occurs in a straight line, p. 454
- **recycle** To reuse all or part of materials, such as metal, glass, paper, and plastics, p. 151
- research and development (R&D) Manufacturing department that searches for and develops new products and processes, p. 361
- **residential building** (rezz ih DEN shul) A building in which people live, p. 405
- **resin** (REZZ-in) A chemical compound used to make plastics, p. 347
- **resistance** Anything that opposes or slows the flow of electrical current, p. 163
- **resource** Something that supplies help or aid to a system; can be a source of information, capital, supply, or support, p. 25
- **retailer** A merchant who buys products from a wholesaler and sells them to consumers, p. 370
- **robotics** The technology involved in building and using industrial robots, p. 366
- **ROM** Read-only memory; permanent memory in a computer's CPU that cannot be deleted or changed, p. 211
- rotary motion Circular motion, p. 454

S

sanitation In biotechnology, removal of waste products or contaminants that could cause disease, p. 293

- **scale drawing** Drawing of an object that is not true size but that is in the correct proportions, p. 91
- **schedule** In manufacturing or construction, a plan that includes a list of the work to be done and when it should be finished, p. 364
- schematic diagram Drawing that shows the circuits and components of electrical and electronic systems, p. 100
- science Knowledge covering general truths or laws that explain how something happens, p. 11
- scientific law A theory that has been proven true so often that it is accepted as fact, p. 113
- scientific management In manufacturing, the system of developing standard ways of doing particular jobs, p. 342
- scientific theory Scientific conclusion carefully developed through experimentation, p. 113
- **script** The written version of an audio or video production that contains a list of characters and their dialogue, p. 272
- search engine Software program that helps users find information on the Internet, p. 275
- **section drawing** A drawing that shows the interior of an object, p. 94
- **semiconductor** Material that can be used as either a conductor of electricity or an insulator, p. 167
- **sensory property** Property of a material that we register with our senses, such as taste or texture, p. 61
- **separating** In manufacturing, removing pieces of a material, p. 47
- **series circuit** A single pathway that electrical current flows through to more than one device; if one device along the path stops working, they all stop, p. 168
- **serigraphy** (sih-RIG-rah-fe) A printing process that uses a printing plate made of an open screen of silk, nylon, or metal mesh, p. 232

- **shadowing program** School program in which students spend time in a work environment, p. 120
- **sheathing** In construction, a layer of material between house framing and the outer covering, p. 411
- **shield** In construction, a metal tube that fits inside a tunnel to support the walls, p. 430
- **shutter** A covering that opens to let light into a camera, p. 249
- **skill** The combination of knowledge and practice that enables a person to do something well, p. 25
- skyscraper A very tall building, p. 386
- **solar cell** A device that converts sunlight into electrical energy, p. 140
- **solar heating system** A system in which energy from the sun is used to heat a building, p. 139
- **sound waves** Vibrations traveling through air, water, or some other medium that can be perceived by the human ear, p. 194
- span Distance between bridge supports; the entire length of a bridge, p. 428
- **spillway** Portion of a dam that allows excess water to spill over the dam, p. 432
- **standard** In manufacturing, a rule or guideline for making a product, p. 366
- **static electricity** A buildup of electrons that are not in motion and are seeking to discharge, p. 162
- **stick construction** Method of building construction in which lightweight pieces of wood or steel are used, p. 386
- **studs** In construction, pieces of lumber, usually $2 \times 4s$ used for the framework of walls, p. 411
- **subfloor** In building construction, the first layer of flooring, usually made of plywood, p. 411
- **subgrade** In construction, the layer of soil beneath a roadway, p. 427
- **subsystem** A system that is part of another, larger system, p. 31

- **superconductor** Material that has no measurable resistance to electricity, p. 167
- **supertanker** A very large ship that is fitted with tanks for carrying oil across oceans, p. 479
- **supplier** Person or company that provides one or more of the materials or parts for a manufactured product, p. 350
- **surfacing** Applying a material to a roadway that provides a smooth surface, p. 387

suspension bridge A bridge that hangs from large cables across a wide span, p. 428

system A group of parts that work together in an organized way to complete a task, p. 31

1

technical drawing To accurately represent the size, shape, and structure of objects; also called *mechanical drawing*, p. 88

technologically literate Term used to describe someone who is informed about technology and feels comfortable with it, p. 9

technology The practical use of human knowledge to extend human abilities and to satisfy human needs and wants, p. 7

telecommunication Communicating over a distance, p. 195

telemedicine Using communication technology to transmit medical information and advice over a distance, p. 304

thrust The high pressure that pushes a jet engine forward, p. 457

time and motion study In manufacturing, an investigation into the best ways of doing a job; things such as working conditions, wasted time, and unnecessary movement are considered, p. 342

tolerance Respect for others' differences, p. 201

tool An instrument or apparatus that increases a person's ability to do work, p. 27

tractor-trailer A two-part truck that includes a tractor and a trailer that holds the load, p. 474

trade-off A compromise in which one thing is given up in order to gain something else, p. 37

transformer Device used to change electricity from one voltage to another, p. 163

transgenic organism In biotechnology, an organism into which genes from another organism have been transplanted, p. 319

transistor Small device made of a semiconducting material and used to control electric current, p. 174

transmission Vehicle system that contains gears and other parts that transfer power from the engine to the axles and wheels, p. 471

transmitter The part of a communication system that changes the sender's message into electrical impulses and sends it through the channel to the receiver, p. 172

troubleshooting A problem-solving method used to identify a malfunction in a system, p. 366

truss In construction, a prefabricated triangular framework that supports a roof, p. 411

truss bridge A bridge made from steel beams fastened together in triangular shapes, p. 429

turbine (TUR-bin) A disk or wheel that changes the energy of moving gases or liquids into rotary motion, p. 451

U

ultrasound In medicine, the use of sound waves to create an image of internal body structures on a computer screen, p. 299

uniform resource locator See URL, p. 274

unity A state in which all parts of a design work together, p. 75

URL Uniform resource locator; an address on the World Wide Web, p. 274

V

- **vaccine** In medicine, a preparation containing dead or weakened pathogens used to stimulate a person's immune system, p. 294
- video The recording and reproduction of moving images, p. 267
- virtual factory A three-dimensional computer model of a factory, p. 363
- visualization software CAD software used to create virtual models, p. 104
- **voltage** The pressure needed to push electricity through a circuit, p. 163

W

wattage A measure of electric power; calculated by multiplying the amperes used times the voltage of the circuit, p. 165

- **wholesaler** A merchant who buys large quantities from a manufacturer and sells smaller quantities to retailers, p. 370
- wi-fi A local wireless connection to your network components and the Internet, p. 220
- **WiMAX** A long distance wireless connection to your network components and the Internet, p. 220
- wind farm A large collection of windmills located in an area that has fairly constant winds, p. 140
- **working drawing** One of a set of technical drawings needed to make a product or structure, p. 99

X

xerography (zee-RAH-graph-fe) A printing process that transfers negatively charged toner to positively charged paper, p. 233