**Graphic Aide**

**DEFINITION:**

Under the limited supervision of a staff or faculty employee, a student usually performs the following duties:

(a) Modifies drawings, layouts, charts, graphs, figures, and/or floor plans.

(b) Creates letters, drawings, layouts, charts, graphs, and other materials by use of freehand and drafting techniques, or by using software tools.

(c) Drafts illustrations.

(d) Does architectural drawing layouts and assists with display work.

**BASIC QUALIFICATIONS:**

Artistic, drafting ability, and basic design knowledge, using standard drafting tools, pencil and ink techniques.

**QUALIFICATIONS FOR STARTING AT STEP B:**

One year’s experience and/or enrolled in a related major.