Course Goals & Objectives
The intent of this course is to introduce basic design elements and principles through hands-on experience.

Upon completion of this course, the student will:

1. Understand the use of a design model or framework for structuring design information into a coherent body of subject matter.
2. Understand the fundamentals of programming in design.
3. Develop research skills.
4. Understand the use of precedent studies in the design process.
5. Develop the fundamentals of a design process from site analysis through design development.
6. Enhance verbal and writing communication skills as used in the design profession.
7. Further develop graphic communication skills and presentation composition.

Methodology
This course will be a combination of lecture, in class assignments, sketchbook work, desk critiques as well as individual and team projects and presentations. You will be expected to complete reading assignments, research, sketchbook work, projects and all other studio requirements in and outside of class as required. Although flexibility of the class time is anticipated, the basic studio format will be as follows:

- Attendance, General Announcements & Questions
- Lecture, Discussion and/or Research
- In Class Exercise and/or Desk Critiques

Textbooks Required
None Required.

The professor may reference texts throughout the semester. Any materials that are needed by the students will be provided by the professor.
Basic Materials Required
Sketchbook
Digital Camera (Recommended)
Laptop Computer
Previous Studio Materials – Scale, Trace Paper, Pens/Pencils, Markers, Etc.

Other materials will be required on a per project basis.

Sketchbook
Each student should maintain an on-going sketchbook with a continuous record of research, reading notes, thoughts, sketches, graphic representations of ideas, etc. available for review at all times. I recommend a bound sketchbook to keep project notes, addresses, field notes, diary entries, sketches and maps, etc. for the entire project or assignment. Entries can be scanned for including in digital presentations. Use this sketchbook to also record individual in-class meetings, lecture notes, group meetings, fieldwork and references to research.

Attendance
Attendance is expected and required in the design studio. As in a professional office, your participation and dedication are indications of your desire to be a design professional. If you miss a class, it is your responsibility to acquire the information given in lecture and/or demonstration from another student. The instructor will not deliver the information twice. Additionally, unless specifically discussed with the instructor, it is required that you work in studio until the end of the scheduled time. You are allowed to miss three classes each term without a grade impact. The instructor will not ask for reason or documentation for the first three absences. After missing three classes, each additional class will result in a reduction of one full letter grade from your final grade.

Attendance will be recorded within the first fifteen minutes of each scheduled class time. It is your responsibility to make sure that you are present during this time and appropriately complete all measures to be counted for the day.

If you miss more than three classes for a valid reason, such as a serious illness, death in the immediate family or other dire circumstances (i.e. jury duty) please discuss the situation with the instructor immediately. The instructor reserves the right to determine if the student will be provided the opportunity to make-up or submit projects and/or assignments that may have been during the absence period.

Note:
*If you need an accommodation for a disability, please let me know at your earliest convenience. Some aspects of this course, the assignments, the in-class activities and the way the course is usually taught may be modified to facilitate your participation and progress. As soon as you make me aware of your needs, we can work with Disability Support Services (DSS) to help us determine appropriate academic accommodations. DSS typically recommends accommodations through a verification form provided to the student. Any information you provide is private and confidential and will be treated as such.

Disability Support Services can be contacted at 618.453.5738 or http://disability services.siu.edu.

Grading
I will use the typical grading scale of the following:
A 100-90%
B 89.9-80%
C 79.9-70%
D 69.9-60%
F Below 60%

All major courses must be completed with a grade of ‘D’ or better. Students who do not officially withdraw from the course before the drop deadline will receive a grade based upon their semester average, which will include a zero for all missed work. Continual non-attendance of a course does not automatically drop a student from enrollment in the course.

Within this studio, your work will be carefully examined, discussed, evaluated and graded. You should not confuse feedback or evaluation with grading. Feedback is a process of discussion in with factors that produce a result are themselves modified, corrected and strengthened by that result. Evaluation is critique of a performance to appraise and mentor a future trajectory of intellectual growth and professional growth including, but not limited to:
- the degree to which your work demonstrates an understanding of and an engagement with the objective of the studio and the degree to which it exceeds the minimum requirements,
- a willingness and ability to initiate self-directed research in support of your work,
- an ability and willingness to contribute, through your individual efforts, knowledge and understanding in the subject areas,
- timely completion of assignments,
- successful communication of your intentions to others (quality and thoroughness of presentations),
- attendance,
- an ability to contribute to the overall course experience.

Please note that hard work, although critical to success, does not guarantee any sort of success. The same goes for being in-class every day and turning everything in on time. The number of all nighters you pull has no bearing on your grade.

Below is the grading criteria that will be used in this course:

“A” Greatly Exceeds Expectations
Not only fulfills the objectives of the studio syllabi and project statement, but extends them through new discoveries and insights beyond their stated scope. These students demonstrate a high degree of professional dedication, rigor, passion and skills of learning and exploration, open-mindedness and resourcefulness. They have developed an ability to build upon feedback from a variety of sources and to excel with an emerging, independent “voice.” Their work is rigorously thought through, well crafted and clearly communicates the breadth and depth of their investigations. An “A” project is one that is superior in a number of dimensions.

“B” Fulfills Expectations
Meets the stated objectives of the studio syllabi and project statement, while also elaborating on the stated issues through independent investigations that lead to development in the work. These students demonstrate a medium degree of professional dedication, inquisitiveness, systematic rigor and resourcefulness. They are developing an ability to build upon feedback from a variety of sources and are beginning to develop an independent “voice.” Their work is competently thought through, well crafted and clearly communicates the breadth and depth of their investigations. A “B” project is one that distinguishes it from the average.

“C” Barely Meets Expectations
Minimally meets the basic requirements of the studio and project statements, without meeting the larger qualitative objective. These students demonstrate a low degree of professional dedication and require constant guidance. While demonstration an understanding of the problem, basic design and communication skills are minimally met. Time management and breadth and depth of the student’s investigations are lacking. There is little to no evidence of an emerging “voice,” and the ability to develop an independent direction to the work. Although reasonably well crafted, the work does not communicate inquisitiveness, systematic rigor and resourcefulness. A “C” project is one that is average and acceptable.

“D” Does Not Meet Most Expectations
Deficient work and does not meet many of the basic requirements and objective of the studio. The work is often fragmentary, lacking synthesis, incomplete and thought of as simply fulfilling an assignment due on a particular day rather than an opportunity to develop as a designer. These students generally suffer from the following deficiencies: lack of professional dedication, a close minded attitude, lack of time management skills, lack of basic professional design and communication skills. As in any professional office, deficient work is unacceptable.

“F” Fails all Expectations

Evaluation Criteria by Percent Weight
Below outlines the anticipated breakdown of the semester:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Participation</td>
<td>100</td>
<td>5%</td>
</tr>
<tr>
<td>Weekly/Daily Assignments</td>
<td>100</td>
<td>10%</td>
</tr>
<tr>
<td>Formal Written Component</td>
<td>100</td>
<td>10%</td>
</tr>
<tr>
<td>Project 1</td>
<td>100</td>
<td>10%</td>
</tr>
<tr>
<td>Project 2</td>
<td>200</td>
<td>25%</td>
</tr>
<tr>
<td>Project 3</td>
<td>100</td>
<td>15%</td>
</tr>
<tr>
<td>Project 4</td>
<td>300</td>
<td>25%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1000</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

If a student wishes to contest a grade, the instructor must be contacted within one week of the date that the project has been returned.
Late Work
Project work that is handed in late will be deducted 5 points the first day and 10 points each day until the project is turned in. The first 5 points will begin the day the project is due.

Late Work Policy
If a student wishes to turn in a project late and the instructor is not available to personally receive the project, the student must turn in the project to the School of Architecture receptionist on the fourth floor of Quigley Hall. Please request a date stamp from the receptionist for the project and immediately email the professor that a project has been turned in. Verbal presentations, which are a vital part of this course, cannot be made up.

If a project is handed in late for a valid reason such as a serious illness, death in the immediate family, or other dire circumstances please discuss the situation with the instructor immediately. The instructor reserves the right to request documentation to support the late hand in. It will remain the discretion of the instructor to determine the amount of deduction, if any.

Disclaimer
The instructor reserves the right to change, modify or revise the syllabus and all of its contents at any time during the semester in the best interest of the studio.

Course Expectations
1. During studio time there will be a combination of desk critiques, pin-up discussions, model building processes, lectures and presentations. The project briefs will outline what will be needed to appropriately complete the project/assignment.

2. Students are expected to work in studio during the scheduled class time. Please come prepared and bring all materials necessary to be able to complete work in studio.

3. Every member of the studio will take an active role in ensuring its quality. Please be respectful.

4. Students should come to studio with all necessary investigations complete and be fully prepared to engage in a critical discussion. All process work will contribute to your grade for the project. Failure to meet intermediate deadlines or requirements for any project may result in a loss of points on the project. Be prepared to present your work at any point during the course.

5. Time management is essential for architecture students. You will need to keep ahead of deadlines by making regular progress on your project rather than doing last minute work. Last minute work consequently results in poor work quality and a failing grade.

6. As in any professional client presentation, your work should be completely pinned up and ready to be presented prior to the beginning of any review. Any work that is not ready to present at the noted time (determined by project/assignment) will be considered late and will not be presented or reviewed and could result in a failing grade.

7. Directed research and readings will be assigned on an individual basis throughout the semester to support and expand the ideas and issues with your work. You are responsible for hunting down and assimilating these sources into your work in a timely fashion. You are also responsible for self-guided research into the topics and issues your project pushes towards. Everything will not be handed to you and you must be highly self-motivated and seek out what you need to succeed on your own.

8. Studio discussion and reviews are directed toward establish a critical discourse of major issues and studio investigations. They are meant to help you develop your own personal design ideology, theoretical framework, design process, language, drawing and model making skills. You are expected to contribute throughout the semester in these discussions and reviews with regards to your own project as well as those of your classmates. All criticism is reflective, not personal.

9. At the end of the semester, you will be required to turn in a digital format of your work on a CD/DVD. The disk will contain the final presentation materials of your project and other significant drawings that present the evolution of your project over the course of the semester. This must be a carefully designed artifact, not a haphazard stack of work. All fields must be completely organized so we know what they are. Begin this process at the beginning of the semester and you will not have to rename everything at the end. This process will help you collect all of your work that you have completed throughout the semester. This process will assist you with your own portfolio and the work may be used for future exhibition as well.

10. Ask questions! If you do not know something or if something is unclear, please do not hesitate to ask questions.
**Studio Access and Care**
You will be provided a permanent desk space and access to this space after hours will be provided via a studio key. The studio keys will be assigned the first week of class and must be returned at the end of the semester. If you do not return your key, you will be charged a fee. The studio space is controlled, however, the security of valuables and personal possessions are not guaranteed. Please be aware of your surroundings and respectful to others.

**Studio Culture**
Students are expected to read and understand the code of conduct contained in the studio culture located on the School of Architecture website. Students are also expected to adhere to proper conduct in studio at all times. Students should respect the facilities and their fellow studio mates both in and out of scheduled class times.

**Facility Guidelines**
The studio space is shared with other sections of the second year design course. The studio space should be kept clean and furniture should be respected and maintained in its original condition.

- Smoking is prohibited at all times in all indoor areas of property owned or controlled by the university.
- The use of spray adhesive or spray paint is discouraged. They are prohibited in the studio and in the main building.
- No cutting is allowed on any desktop surfaces without a cutting mat.
- If you are the last person to leave, be sure to lock the doors.

**Email Communication**
Email will be utilized as the primary form of communication throughout the semester. It is the responsibility of the student to check email on a daily basis for course updates.

**Academic Dishonesty**
Although the format of this course encourages collaboration and peer based learning, it is important that all assignments and projects are your own work. For clarification of the SIUC Conduct Code visit [www.siuc.edu/~policies/policies/conduct.html](http://www.siuc.edu/~policies/policies/conduct.html).

**Emergency Procedures**
Southern Illinois University is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on BERT’s website at [www.bert.siu.edu](http://www.bert.siu.edu), Department of Safety’s web site at [www.dps.siu.edu](http://www.dps.siu.edu) (use the disaster drop down) and in Emergency Response Guideline pamphlets. Know how to respond to each type of emergency.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. The Building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.
There are thirteen standards that apply to Student Learning Expectations. In order to be accredited, an interior design program must comply or partially comply with all these standards as well as three additional standards relating to program mission, goals, curriculum, and administration.

If the program achieves the standard statement, the program is in compliance. If program achievement of student learning and program expectations is near the required level, but weaknesses were identified, then the program will be in partial compliance. The program will be required to report progress toward improving these areas. An interim on-site review may be required to evaluate progress.

Student learning expectations are identified by three levels of learning:
- **Awareness** – familiarity with specified data and information that is demonstrated in student work.
- **Understand/Understanding** – a thorough comprehension of concepts and their interrelationships.
- **Apply/Ability/Able** – competent entry-level skills that must be demonstrated in completed student work.

Student work is broadly defined to include all tangible work produced by students such as projects, research papers, completed exams, class exercises, recorded presentations, etc.

**This course (ID 252) demonstrates student performance that meets the following CIDA accreditation criteria either in whole or in part at a primary or secondary level:**

**Standard 2. Global Perspective for Design**
- b) the implications of conducting the practice of design within a world context.
- c) how design needs may vary for a range of socio-economic stakeholders.
- d) exposure to contemporary issues affecting interior design.
- e) exposure to a variety of business, organizational, and familial structures.
- f) opportunities for developing knowledge of other cultures.

**Standard 3. Human Behavior**
- a) Students **understand** that social and behavioral norms may vary from their own and are relevant to making appropriate design decisions.

**Standard 4. Design Process**
- b) gather, evaluate, and apply appropriate and necessary information and research findings to solve the problem (pre-design investigation).
- d) demonstrate creative thinking and originality through presentation of a variety of ideas, approaches, and concepts.
- e) opportunities to solve simple to complex design problems.
- f) exposure to a range of design research and problem solving methods.
- g) opportunities for innovation and creative thinking.

**Standard 5. Collaboration**
- a) team work structures and dynamics.

**Standard 6. Communication**
- d) produce competent presentation drawings across a range of appropriate media.

**Standard 8. History**
- e) Students **apply** historical precedent to inform design solutions.

**Standard 9. Space and Form**
- a) two-dimensional design solutions.
- b) three-dimensional design solutions.

**Standard 10. Color**
- a) color principles, theories, and systems.

**Standard 13. Interior Construction and Building Systems**
- f) vertical circulation systems.