Interior Design 2750
Computer aided drafting & design

Instructor; Professor Steven Mansfield
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Class Time; Monday, Wednesday, Friday 8:30am – 10:20am
Office Hours; Monday, Wednesday, Friday 1:30pm-2:30pm, 3:30pm-4:30pm

COURSE DESCRIPTION:
Introduction to computer aided drafting & design, creative applications, and proficiencies.

COURSE PREREQUISITES:
BIS 1400 or passing Computer & Information Literacy & successful completion of the first year review.

COURSE OBJECTIVES:
As defined by the IDEA student evaluation form

- Gaining factual knowledge (terminology, classifications, methods, trends)
- Learning to Apply course material (to improve thinking, problem solving and decisions)
- Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course.

More specific objectives
(Number letter) refers to CIDA standards

The following list of course objectives will be addressed in this course. All objectives are intended to enhance the employability of students in design professions.

- to learn 2 dimensional CAD
- use CAD to design a building
- have exposure to varying group norms and dynamics (2f)
- have opportunities to solve simple to complex design problems (4e)
- opportunities for innovation and creative thinking (4g)
- appropriate to a range of purposes and audiences (6a)
- produce competent contract documents including coordinated drawings, schedules, and specifications appropriate to project size and scope (6f)
- two-dimensional design solutions (9a)
- Competently select and apply luminaires and light sources (12b)
- the principles of thermal design (12e)
- how thermal systems impact interior design solutions (12f)
- structural systems (13a)
- distribution systems including power, mechanical, HVAC, data/voice telecommunications, and plumbing (13c)
- vertical circulation systems (13f)
- Students are able to read and interpret construction drawings and documents (13g)
- Understanding of active devices that alert occupants including smoke/heat detectors and alarms (14e)

**RECOMMENDED TEXTS:**

Building Construction Illustrated
By Francis D.K Ching

Construction Drawings and Details for Interiors
By W. Otie Kilmer & Rosemary Kilmer

**ATTENDANCE POLICY:**

In that the design professions are typically collaborative efforts relying heavily on critiques it is imperative that students attend class during designated hours. Lectures will be in a lecture lab format. As the term progresses, formal lectures will be less frequent as spontaneous discussions will be held to address student questions. Attendance will be verified at the beginning of each class period. Attendance is mandatory. Students may miss class three times without penalty. After each subsequent absence the grade will drop a full letter grade i.e. A to B or from B to C...

After five absences, student will not be able to pass the studio and will be withdrawn from the studio and program since a grade of C or better is required from all classes within the major.

Students showing up more than 30 minutes late will be considered absent. In that most of the lectures occur at the beginning of class and to strongly discourage students from being chronically late, students will receive a step reduction in grade for every four tardies i.e. . . . being late for the first 30 minutes of class.

**COURSE EVALUATION:**

Grading will be based on preliminary CAD drawing assignments, and a set of construction documents. Drawing assignments will be graded based on criteria set forth by the instructor. The basis for grading all assignments, drawings, projects, and the final grade in this course will be based on the following percentages:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>95 - 100%</td>
<td>A</td>
</tr>
<tr>
<td>90 - 94%</td>
<td>A-</td>
</tr>
<tr>
<td>87 - 89%</td>
<td>B+</td>
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<tr>
<td>83 - 86%</td>
<td>B</td>
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<tr>
<td>80 - 82%</td>
<td>B-</td>
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<tr>
<td>77 - 79%</td>
<td>C+</td>
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<tr>
<td>73 - 76%</td>
<td>C</td>
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<tr>
<td>70 - 72%</td>
<td>C-</td>
</tr>
<tr>
<td>67 - 69%</td>
<td>D+</td>
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<tr>
<td>60 - 66%</td>
<td>D</td>
</tr>
<tr>
<td>59 and below</td>
<td>E</td>
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</tbody>
</table>
The student's grade will be based on the following breakdown:

- **Drawings assignments** 10%
- **Tiny House Presentation Drawings** 45%
- **Tiny House Construction Drawings** 45%

Final grades will be posted after the students meet individually with me to evaluate your Tiny House Construction Drawings and meet with one of the lab aids to verify that you have cleaned up your work area.

**LATE POLICY:**
Work turned in after the due date will be marked down each day following the original due date. Late assignments/projects will be immediately marked down 20% for not meeting the completion date. For each subsequent 24 hours that the assignment is late the project will receive another 10% reduction. In the case of an extreme emergency please - contact your instructor immediately and we will work with you on a case by case basis.

**RED LINING: (available on preliminary assignments only)**
In that much of the work done in the design professions is “red lining” - correcting or enhancing drawings it is important to learn to do so correctly. Mistakes or missing information indicated by the instructor by “red lining” may be corrected by the student and returned for additional points (up to half). For example, if an assignment were returned to the student with red lines with a score of 6 out of 10 (misses 4); the mistakes could be fixed and resubmitted for grading. When all the red lines are corrected...the highlighted original and corrected version of the assignment would be re-graded and the student would be given the new score 8 out of 10.

**CRITIQUES:**
Critiques are essential in the design process. It is the responsibility of the student to request critiques from the instructor AND other students. It is the opinion of the instructor that Effort can be judged by the student’s willingness to have their worked critiqued AND by their willingness to make appropriate adjustments to their design. It is not the intent of the instructor to design your project for you. Typically, the instructor will try to provide several suggestions that could help improve your project. If you continually select to ignore critique suggestions, the instructor reserves the right to refuse giving you a critique. Ultimately, it is up to the student to make the final design decisions. If the instructor is unavailable for a critique during class it is the student’s responsibility to see the instructor to schedule a critique outside of class. Please do not ask for a critique if you have not already completely digested the information from previous critiques. To discourage procrastination, initial critiques will never be given within 24 hours of a deadline.

**OPEN DOOR POLICY**
I am a believer in making myself available to students. Besides my office hours, I will keep my door open if I’m available to help you. If the door is closed and I’m in the office, the door is closed because I need to not be interrupted. Please do not knock if the door is closed! Thank You.
PARTICIPATION:
Attendance is suggested for this class as instruction will be given pertinent to class material and assignments and will not be repeated. Lecture notes are unavailable from the instructor due to the nature of the class and lecture style. Lectures may or may not present information acquirable from the readings or other sources. Therefore, if a student misses a class, it is their responsibility to make arrangements for notes from a peer. If classes are missed, lectures will not be repeated.

SECURITY:
It is imperative that each student be responsible to secure your own belongings - especially your LAPTOP!!!!! Please do not leave your valuables unsecured. Unfortunately, replacement of stolen items will be your own responsibility.

LAB AIDS:
Lab Aids are available during class hours to answer questions, critiques and suggestions. They are not here do your work for you. Please do not monopolize the lab aids - especially if there are other people waiting to be helped.

ADA STATEMENT:
The Americans with Disabilities act states: “Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program.” If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444), preferably during the first week of the course. Any request for special consideration relating to attendance, pedagogy, taking of examinations, etc., must be discussed with and approved by the instructor. In cooperation with the Disability Resource Center, course materials can be provided in alternative format, large print, audio, diskette, or Braille.

PLAGIARISM STATEMENT:
Plagiarism includes knowingly “representing, by paraphrase or direct quotation, the published or unpublished work of another person as one’s own in any academic exercise or activity without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials” (Code of Policies and Procedures for Students, Article V, Section 3A.1). The penalties for plagiarism are severe. They include “#1) warning or reprimand and #2) grade adjustment” (see: Article VI, Section 1A): Other penalties may also be imposed at the Dean’s discretion. These include probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, referral to psychological counseling, and other appropriate disciplinary actions.

Article VI: Discipline, Section 5C:
“Whenever a student is suspected of a(n) academic dishonesty violation(s), the accused student shall be notified by the instructor of the violation and its consequences, as soon as possible. Penalties #1 and #2 of Article VI, Section 1 are administered by the instructor in consultation with the Department Head. If the violation results in a grade adjustment, the incident shall be reported to the academic Dean and the Vice President for Student Services. If the student is a
graduate student, the incident shall also be reported to the Dean of the School of Graduate Studies."

**EVACUATION PROCEDURES:**

In case of an emergency, please walk to the nearest exit and stay clear from the building. Wait to return until the building is declared safe. Take any valuable possessions with you.