

San José State University
Department of Design, Interior Design
dsIT 106 Architectural Project Materials Spring 2020

Course and Contact Information

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| Instructor: | Morana Medved NCIDQ, CID, LEED AP ID+C, WELL AP, EDAC |
| Office Location: | IS 205 |
| Telephone: | 408.791.7875 (contact by text only if you need a response within 24 hours) |
| Email: | morana@zagabria.net Emails sent Monday thru Thursday will receive a response within 48 hours, emails sent Friday thru Sunday will receive a response on Tuesday |
| Preferred Contact: | Email, always copy TA on all communications, Text only if there is an urgent issue |
| TA: | Samantha Lee samantha.m.lee@sisu.edu and 805.404.9511 Emails and texts will receive response within 24 hours (no reply after 10:00 PM) |
| Office Hours: | Monday/Wednesday 11:00 – 11:50 AM |
| Class Days/Time: | Monday/Wednesday 8:00 – 10:50 AM |
| Classroom: | IS 240 |
| Prerequisites: | DSIT 34 |

Course Format

Hybrid, most classes are taught in person with online supplements and occasionally classes might be conducted online. Students are required to bring laptop to every class and follow the instructions in Canvas throughout duration of the course. Any updates to the class schedule or requirements will be posted in Canvas.

Course requirements include attendance at up to five professional events outside of class meeting times. Some of these events may charge an entrance fee. If you anticipate any difficulty in meeting this course requirement, please consult with the course instructor in the first two weeks of the semester.

Canvas:

All students should sign up for Canvas as all the course communication, class presentations, exams and most assignment submittals shall be managed through this system. These are instructions for logging in:

Canvas Login URL: <https://sisu.instructure.com>

Please note that it should NOT have the "www" at the start of the URL like many other websites.

Username: SJSU 9-digit ID

Support: www.sisu.edu/at/ec/canvas/student_resources/index.html

Course Description

Discussion and analysis of materials for interior architecture lectures and field trips emphasizing aesthetic sensibilities, human factors, manufacturing processes and specifications.

Course Learning Outcomes (CLO)

- Become familiar with the physical properties of materials and finishes and the associated manufacturing processes for creating these materials and finishes
- Understand the basic procedures for installation processes
- Evaluate finishes and be able to prepare accurate and concise specifications for finishes
- Investigate and understand the relationship between all finishes and materials used in interior spaces

Required Texts/Readings

Textbook

Designing Interiors [Paperback] by Rosemary Kilmer and W. Otie Kilmer, ISBN-10: 1118024648

Amazon: www.amazon.com/Designing-Interiors-Rosemary-Kilmer/dp/1118024648/ref=pd_sim_14_42?ie=UTF8&refRID=0K797X6N2WRZXQJYN4ZH

Recommended Readings

Materiality and Interior Construction

Authors: Jim Postell and Nancy Gesimondo

ISBN-13: 978-0470445440 ISBN-10: 0470445440 Edition: 1st

Amazon: https://www.amazon.com/gp/product/0470445440/ref=ppx_yo_dt_b_search_asin_title?ie=UTF8&psc=1

Time Management

Most students struggle with time management. There is no specific class covering this subject so I strongly recommend this book to assist you:

Time Management for Architects and Designers, by Thorbjørn Mann. ISBN-10 0-39373-133-0

Amazon: www.amazon.com/Time-Management-Architects-Designers-Thorbjoern/dp/0393731332/ref=sr_sp_atf_title_1_1?s=books&ie=UTF8&qid=1402327636&sr=1-1&keywords=Time+Management+for+Architects+and+Designers

Other technology requirements / equipment / material

Software:

Autodesk Revit Architecture 2020

Can be downloaded for free at

<http://www.autodesk.com/education/free-software/all>

Ensure your computer meets minimum (Entry-Level) system requirements (Value is recommended):

(if you have a partitioned Mac also see VMware or Parallels requirements)

<https://knowledge.autodesk.com/support/revit-products/learn-explore/caas/sfdcarticles/sfdcarticles/System-requirements-for-Autodesk-Revit-2020-products.html>

Adobe Acrobat (not Adobe Reader, to enable you to print to PDF)

(if you have a partitioned Mac this needs to be installed on PC side of your computer)

Full Adobe Creative Cloud is available for SJSU students:

<http://www.sjsu.edu/ecampus/teaching-tools/adobe/students/index.html>

Materials (bring to every class, unless noted otherwise):

- Sketchbook, no smaller than 5.5" x 8.5", no larger than 8.25" x 11.5"
- Letter sized white 3 ring binder (1 1/2 inch minimum, D rings recommended)
- Letter sized divider tabs and page protectors
- Letter sized white cardstock
- Flash (USB), minimum 32 GB – BACK UP WORK ONCE A WEEK MINIMUM
- Headphones - DO NOT LISTEN TO TUTORIALS WITHOUT HEADPHONES
- Drawing pens and pencils
- Architectural scale
- X-Acto blade holder and snap off blades
- Cutting mat
- Glue stick and Elmer's white glue
- T-pins (fabric pins)
- Measuring tape 25' minimum
- 16" x 16" x 2" white plastic tray (approximate size is acceptable, has to be square)
- 10" x 14" x 6" minimum clear plastic box (for storing samples, should fit on shelf in classroom)
- Ziploc style bags, quart and gallon size (for organizing samples)

Resources:

Autodesk Revit 2020 Help: <http://help.autodesk.com/view/RVT/2020/ENU/>

Autodesk BIM Library: <https://bimobject.com/en-us?origin=seek>

RevitCity Component Library: <http://www.revitcity.com/downloads.php>

Course Requirements and Assignments

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of forty five hours over the length of the course (normally 3 hours per unit per week with 1 of the hours used for lecture) for instruction or preparation/studying or course related activities. Other course structures will have equivalent workload expectations as described in the syllabus.

The format of this course will be both lecture and studio with classes administered both in person and online. Students will have in-class multiple choice exams, in-class exercises and a variety of homework assignments including a multi-week project. Technical demonstrations will be provided online through Canvas and students will have an opportunity to work with instructor in class. Exams will cover lecture and handout information and will be administered through Canvas and other deliverables will be reviewed. **Make sure to regularly log in Canvas and to sign up to have notifications delivered by email as this will be the main mode of communication for this class. If you know you will be missing a class contact the instructor BEFORE class to make arrangements to make up the exam or exercise.**

All projects are due at the designated date and time and deliverables are required in format listed below. Late projects will not be accepted except in case of an emergency in which case you should contact instructor ASAP to make special arrangements. **Up to a week extension will be granted on assignments only if instructor is contacted BEFORE the assignment is due.**

Attendance per se shall not be used as a criterion for grading. However, students are expected to attend all meetings for the courses in which they are enrolled as they are responsible for material discussed therein, and active participation is frequently essential to ensure maximum benefit to all class members. In this case, attendance is fundamental to course objectives; for example, students may be required to interact with others in the class. Attendance is the responsibility of the student.

All lectures, exams, in-class exercises and student presentations will be held during class time. **If you miss a class, it is your responsibility to find out what you missed BEFORE the next class.** Technical demos and lectures will not be repeated for students who miss a class. It is your responsibility to find out about any announcements made in class by communicating with your classmates.

Class participation will impact your final grade. Class participation is expected at all lectures, including those by guest speakers and off-campus sessions, and should include asking and answering questions in class and participating in discussions. All classes start at the time indicated on the class schedule. Students who are late will be considered non-participants. In addition to in-class participation the students are expected to attend five IDSO, AIA, ASID, USGBC or IIDA events, two of which have to be non-IDSO events. To confirm your attendance, provide a 250-word description of event you attended within TWO WEEKS of attendance and submit it in PDF format through Canvas. If you do not submit the write ups your event attendance will not be counted towards your final grade. If you anticipate any difficulty in meeting this course requirement, please consult with the course instructor in the first two weeks of the semester.

There are several ways to earn extra credit in this class and they are described under grading policy.

Deliverable Requirements

One of the goals of this class is to learn to communicate professionally which includes always fully reading and understanding requirements and following them in every detail. You are required to submit all their assignments following these guidelines:

1. All assignments need to contain student name and assignment date in the body of the assignment.
2. All assignments and extra credit submissions are to be submitted in PDF format and be 20 MB or less in size unless different size is specified in assignment (file size can be reduced through Adobe Acrobat if necessary).
3. All assignments executed in particular scale need to be PDF-ed to print full size to scale (100% and not fit to page in print settings).
4. All attached files should follow this naming format: DSIT 111_Your Name/Group Name_Assignment Name_Date (8-digit year/month/day format)

All assignments are due to be ***uploaded to Canvas by 8:00 AM the day it is due in class***. Please allow time for last minute issues. Assignments are due through Canvas even if a hardcopy is required in class.

Final Examination or Evaluation

There is no final examination or presentation in this class, your grade will be based on combined evaluation of all class assignments.

Grading Information

Reading Reports

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|-----------------------------|-----------|
| Reports 1-7 (3 points each) | 21 points |
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Assignments

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| Homework Assignments 1-3 (3 points each) | 9 points |
| Life Cycle Analysis (LCA) Assignment | 10 points |
| Hospitality Project | 50 points |

Participation

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| Class Participation – in-class activity | 5 points |
| Class Participation – events (with 250 word summary) | 5 points |

Extra Credit

Option 1:

Participate in AIA, ASID, USGBC or IIDA event and provide a 250-word summary about the event **AND** a 50-100 word summary EACH for two professionals you met at the event – include name, where they work, what kind of work they do, what type of accreditations they hold, what is their work environment like, and turn in following standard deliverable format. Total summary should be 350-450 words long. Possible credit is 1 point per event, 5 points max per semester. Joining LinkedIn is pre-requisite for extra credit. To receive extra credit, the extended event summaries need to be received within TWO WEEKS of event.

Option 2:

Create a materials review checklist to be used to evaluate all relevant qualities of materials during material selection. Turn the assignment in through Canvas and present it in designated class. This can be an individual assignment or partner (two students) assignment for a maximum of 5 points.

Grading Scale

Assignments not following deliverable format described above will receive a **up to one-point grade deduction** (quarter point deduction for each violation). Late submissions will get **one-point deduction for each day they are late** and will not be accepted more than 48 hours late unless prior arrangements have been made with the instructor.

The grading scale is as follows (points, not percentage):

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|------------------|-----------|------------|
| 97-100 = A+ | 93-96 = A | 90-92 = A- |
| 87-89 = B+ | 83-86 = B | 80-82 = B- |
| 77-79 = C+ | 73-76 = C | 70-72 = C- |
| 67-69 = D+ | 63-66 = D | 60-62 = D- |
| 59 and below = F | | |

A Excellent. Indicates work of a very high character; the highest grade given. This grade is reserved for work that shows leadership and inspiration, demonstrating significant insight developed to its fullest extent and presented with exquisite craftsmanship.

B Good. Indicates work that is definitely above average, though not of the highest quality. This work shows thorough exploration and development, and is well presented with good craftsmanship, but it may not rise to the highest level of excellence.

C Fair. Indicates work of average or medium character. Work in this category demonstrates complete fulfillment of the stated requirements and an understanding of the issues covered, but does not exceed the expectations of understanding, development, or execution.

D Pass. Indicate work below average and unsatisfactory. It is the lowest passing grade. Though work may meet the minimum requirements, it lacks depth, development or is unsatisfactorily crafted.

F Fail. Indicates work that the student knows so little of the subject that it must be repeated in order that credit may be received. Work in this category may be unfinished, unimaginative, underdeveloped or poorly executed, and shows minimal understanding of issues.

Classroom Protocol

Cell Phones:

Students will turn their cell phones off or put them on vibrate mode while in class. They will not answer their phones in class or use their phones for activities that are not class-related. Students who use phones during the class and do not stop when requested by the instructor will be asked to leave the class and will be responsible for any class activities they miss (NO MAKE UPS).

Computer Use:

In the classroom, faculty allows students to use computers only for class-related activities. Students who use their computers for other activities, including coursework for other classes, or who abuse the equipment in any way will be asked to leave the class and will be responsible for any class activities they miss (NO MAKE UPS).

University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/> Make sure to review these university policies and resources.

General Expectations, Rights and Responsibilities of the Student

As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution. Students are encouraged to familiarize themselves with SJSU's policies and practices pertaining to the procedures to follow if and when questions or concerns about a class arises. To learn important campus information, view [University Policy S16-15](#) and SJSU current semester's [Policies and Procedures](#). In general, it is recommended that students begin by seeking clarification or discussing concerns with their instructor. If such conversation is not possible, or if it does not address the issue, it is recommended that the student contact the Department Chair as the next step.

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Add/drop deadlines can be found on the current academic year calendars document on the [Academic Calendars webpage](#). Students should be aware of the current deadlines and penalties for dropping classes ([Late Drop Information](#)). Information about the latest changes and news is available at the [Advising Hub](#).

Consent for Recording of Class and Public Sharing of Instructor Material

[University Policy S12-7](#), requires students to obtain instructor's permission to record the course and the following items to be included in the syllabus:

- "Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor's permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material."
- In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well.
- "Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent."

DSIT 106 Spring 2020 Course Schedule

Schedule might change during the semester, dates for guest lectures and off campus events are tentative and will be confirmed at least a week in advance. ***All schedule changes and announcements shall be made through Canvas, make sure you sign up for email notifications.***

Course Schedule

| Week | Date | Topics, Readings, Assignments, Deadlines |
|------|----------------|--|
| 1 | 01/27 01/29 | Introductions/Syllabus/Homework 1 assigned Lecture, Reading Report 1 assigned |
| 2 | 02/03 02/05 | Homework 1 due, Reading Report 1 due, Lecture Lecture, Reading Report 2 assigned, Hospitality Project - Part 1 assigned |
| 3 | 02/10 02/12 | Hospitality Project - Part 1 due, Reading Report 2 due, Lecture Hospitality Project - Part 2 assigned, Reading Report 3 assigned, Homework 2 assigned |
| 4 | 02/17 02/19 | Homework 2 due, Reading Report 3 due, Lecture <i>Product Presentation 1</i> |
| 5 | 02/24 02/26 | Hospitality Project - Part 2 due <i>Product Presentation 2</i> , Reading Report 4 assigned |
| 6 | 03/02 03/04 | Reading Report 4 due, Guest Lecture, LCA Assignment assigned <i>Product Presentation 3</i> , Reading Report 5 assigned |
| 7 | 03/09 03/11 | Reading Report 5 due, <i>Product Presentation 4</i> <i>Product Presentation 5</i> , Hospitality Project - Part 3 Assigned |
| 8 | 03/16 03/18 | DSIT 100/104/106 Field Trip to San Francisco <i>Product Presentation 6</i> , Reading Report 6 assigned |
| 9 | 03/23 03/25 | Reading Report 6 due, <i>Product Presentation 7</i> <i>Product Presentation 8</i> , Hospitality Project - Part 4 assigned |
| 10 | 03/30 04/01 | SPRING BREAK SPRING BREAK |
| 11 | 04/06 04/08 | <i>Product Presentation 9</i> <i>Field Trip (Product Presentation 10)</i> |

| Week | Date | Topics, Readings, Assignments, Deadlines |
|------|----------------|---|
| 12 | 04/13 04/15 | Guest Lecture, LCA Assignment due Work Session |
| 13 | 04/20 04/22 | Hospitality Project - Part 3 due Work Session |
| 14 | 04/27 04/29 | Hospitality Project - Part 4 due Hospitality Project - Part 5 assigned, Homework 3 assigned, Reading Report 7 assigned |
| 15 | 05/04 05/06 | Homework 3 due, Reading Report 7 due, Lecture Work Session |
| 16 | 05/11 | Hospitality Project - Part 5 due |