

Commercial Design
INTD 350 LA CRN 42414
Spring 2015

Instructor: Sarah Cravy
Class meeting: Thursdays, 6:30-9:30, Rm. 13-13
Email: cravys@smccd.edu
Phone: 408-806-5616
Units: Three units
Duration: Jan 22, 2015 - May 28, 2015

Required Text:

Piotrowski, Christine M., and Rogers, Elizabeth A., Designing Commercial Interiors, 2007.
Second Edition.

Required Supplies:

Bring to Class

- Architectural scale
- Tracing paper, ¼" graph paper, blank sketch paper
- Drafting pencils, sharpener, eraser
- Straightedge or triangle
- Drafting tape
- Colored pencils and/or markers
- Scissors and/or X-acto knife (cutting mat required for knife)
- Laptop or tablet computer

For Final Project

- Foam core display boards
- Materials samples
- Other supplies as needed

Course Description:

The study of the methods of planning and design for interior spaces related to commercial projects and space planning for offices and public buildings. Finish materials and furniture suitable for commercial projects are examined and methods of producing presentation drawings and documents are practiced.

Course Objectives:

Upon completion of this course, the student will be able to:

1. Identify, research, and solve problems in non-residential space planning
2. Compare and contrast the code requirements and barrier-free access in commercial design projects.
3. Analyze and apply the human factors in design
4. Demonstrate mastery using presentation and technical skills for commercial spaces
5. Create drawings for selected commercial applications.

Course Content:

1. Non-residential design process
2. Space planning for commercial applications
3. Building codes, ADA requirements, sustainability, and environmental concerns and applications
4. Presentation skills: verbal, graphic, 3-dimensional representation
5. Specification of finishes, furniture and fixtures appropriate for commercial applications

Course Requirements

Attendance: Students are expected to attend all sessions of class and to come to class prepared with needed supplies. Class participation, professionalism, the completion of all assignments by the assigned time, and a positive attitude is expected. **NOTE:** Two or more absences are considered excessive and may influence your grade in this course. In the event of an absence/time away from class, regardless of reason; the student is fully responsible for checking with others in the class on what was missed.

Missed material will not routinely be covered again during class time. Class sessions begin promptly and students are expected to be on time and stay for the entire class session. In the case of borderline grades, attendance, including habitual late arrival and/or leaving early, will be taken into consideration. **Students are expected to take notes in class as they are fully responsible for all information presented.** There are no make up tests or projects.

Lectures are not to be electronically recorded by any means. This includes all types of recording devices (audio and video). Photos of lecture visuals and student projects are not allowed, due to copyright.

Appropriate Classroom Presentation Etiquette: It is rude and disruptive, as well as unprofessional, to interrupt classroom activities (i.e. lectures, guest speakers, presentations) by

arriving late or by entering and leaving class at will. Please use the restroom before class. There will also be scheduled breaks during class. If a student has a specific issue that would affect his or her arrival on time or ability to stay seated, please specify this in writing to the instructor at the beginning of the semester, enter quietly through the back outside door, and sit in the nearest available seat. During classroom presentations the door will be kept closed and/or locked. Please do not enter until the presentation is over.

Assignments are **due** on the day indicated on the class schedule whether or not you are present in class. Any late work will automatically have the grade lowered by 10 %. Exams must be taken and presentations must be given only on dates listed in the course schedule and cannot be made up unless arrangements are made in advance with the instructor. Late assignments, with prior professor approval, will be accepted up to 2 weeks late with a minimum of a 10% point reduction in grade for each week late. Exceptions to the above will be considered and evaluated by the instructor on a case-by-case basis. **The final exam will be given only at the time specified on the class schedule, attendance is required. No late final projects will be accepted after the date of the final exam.**

Cords on any electronic equipment used by students during class sessions (such as, but not limited to, laptop computers or iPads for note taking) must not cross **any** paths of travel in the classroom at any time – this is an ADA requirement. Power source must be battery/cordless, as outlets in the interior design classrooms are extremely limited and awkwardly placed (furniture cannot be moved); priority for outlet use is given to instructional equipment. The instructor reserves the right to limit the use of computers during class sessions. Any computer use during class sessions is limited to taking notes and activities directly related to this class. Students found to be doing other activities will lose this privilege.

It is the student's, not the professor's responsibility to drop a course if one is unable to complete the class. Failure to drop by the W deadline as published in the current semester's Schedule of Classes will result in the grade of F. Incompletes will be given only upon the student's inability to complete the course due to extreme hardship at the end of the semester, at the discretion of the instructor, AND upon prior completion of at least 75% of the required course material.

Classroom Policies

NO food or drink other than clear water at any time in classrooms and resource areas.

Cell phones, other electronics/hand-held devices need to be turned off or set on the pulse/vibration mode and put away during all class lecture and test times, this include no checking for or texting messages. The use of laptops is restricted to word processing only.

Common courtesy and respect for fellow students, professors, staff, and guest speakers, as well as classrooms, materials, and resource areas are expected. Students are also expected to have read the College Catalog and current semester's Schedule of Classes, and are responsible for all information included therein on college policies (i.e. student conduct, cheating, deadlines, etc.).

Important Dates Spring 2015

January 22	Day & Evening Classes begin
January 22-February 4	Late registration on a space available basis (See Instructor for late add authorization code.)
February 4	PARTIAL REFUND: Last day to drop from a semester length course and be eligible for a partial refund
February 4	ADDS: Last day to ADD a semester length course
February 12	Deadline to submit Cañada scholarship application for 2015-2016
February 13	Deadline to file your ADT petition for all Transfer Degrees
February 13	Lincoln's Birthday Observed (Holiday)
February 14, 15	Declared Recess
February 16	President's Day (Holiday)
February 16	"W" on TRANSCRIPT: Last day to drop a semester length course without a "W" on your transcript
February 16	Last day to declare P/NP option for semester length classes
February 17	Census Day
March 2	Deadline to submit Cal Grant GPA Verification & 2015-2016 FAFSA or Dream application for Cal Grant program.
March 6	Last day to file petitions in Admissions & Records for degrees and certificates
March 22-28	Spring Recess
April 30	Last day to withdraw from semester length course with a "W"
May 23, 24	Declared Recess
May 25	Memorial Day (Holiday)
May 26-June 1	Final Examinations (Day & Evening Classes)
May 30	Commencement

Accommodations for students with disabilities

If you need disability-related accommodations for this class, such as note takers, test taking services, special furniture, use of animal, reading or library services, alternate format text books, among others, please provide the Authorization for Academic Accommodations (AAA letter) from the Disability Resource Center (DRC) to me as soon as possible. You may also speak to me privately about your accommodations. If you have not received authorization from DRC, it is recommended that you contact them directly. DRC is located in BLDG 05-306, Phone 650-306-3259, TDD 650-306-3161. <http://canadacollege.edu/student/disabledservices.html>

Academic Integrity Policy

Academic integrity policy in all aspects of course work is expected. All course assignments, projects, and tests, must be the entire, sole work of the enrolled student. In the case of team/group assignments, it must be the work of only those team/group members. Examples of academic dishonesty include cheating, plagiarism, impersonation, misrepresentation of idea or fact for the purpose of defrauding, use of unauthorized aids or devices, falsifying attendance records, violation of testing protocol, inappropriate course assignment collaboration, and any other acts that are prohibited by the instructor of record. If a student wishes to use any assignment for more than one class, permission to do so **must** be obtained from the professors of all classes prior to completion/submission. **Failure to comply with any of the above will result in a 0/F for that project/assignment, with no option to resubmit.**

In-class Assignments, Quizzes, and Participation

Class sessions will consist of a combination of lecture, discussion, in-class assignment, and presentation or critique. In addition, quizzes may be given. Attending class and participating in discussions and assignments is important. Missed quizzes or assignments cannot be made up. Students will be graded for participation and performance.

Assignments/Projects

This semester, you will observe and analyze three existing commercial spaces, then design a remodel of those spaces. Lastly, you will choose one of your three remodel projects to develop further and present for your final class project. See the Commercial Design Project sheet for more details. Late projects will not be accepted. If you have any problems contact the instructor **BEFORE THE DUE DATE**. Turn in only copies of your original work.

Exams

The mid-term and final exam questions will be some or all of the following: multiple choice, true/false, fill-in-the blank, short answer, and freehand diagrams. Tests are open book and students may use notes and handout materials. Electronic equipment (such as, but not limited to, laptop computers, tablets, and smart phones) is not allowed.

Grade Policy:

Grades Determined By:	
In-class: Discussion, Assignments, and Quizzes	30%
Projects #1A, 1B, etc.	20%
Final Project	20%
Mid-term Exam	15%
Final Exam	15%

Grading scale:	
90% - 100%	= A
80% - 89%	= B
70% - 79%	= C
60% - 69%	= D
Below 60%	= Fail

Class Schedule INTD 350 Spring 20154

<u>Class #</u>	<u>Date</u>	<u>Topic</u>	<u>Required Reading</u>		<u>Assignments due</u>
1	01/22/15	Introductions and Overview	none		
2	01/29/15	Intro	Chapter 1		
3	02/05/15	Office	Chapter 2		
4	02/12/15	Office	Chapter 3	1A	Office or Lodging observation
5	02/19/15	Office <i>Census Day</i>	Chapter 3		
6	02/26/15	Lodging	Chapter 4	1B	Office or Lodging design
7	03/05/15	Restaurants	Chapter 5		
8	03/12/15	Restaurants	Chapter 5	2A	Restaurant or Retail observation
9	03/19/15	Midterm Exam			
--	03/26/15	<i>No class for Spring Recess</i>			
10	04/02/15	Retail	Chapter 6	2B	Restaurant or Retail design
--	04/09/15	<i>Class cancelled</i>			
11	04/16/15	Healthcare	Chapter 7	3A	Healthcare / Senior Living / Institution / Recreation observation
12	04/23/15	Senior Living	Chapter 8		
13	04/30/15	Institutional	Chapter 9		
14	05/07/15	Cultural/ Recreational	Chapter 10	3B	Healthcare / Senior Living / Institution / Recreation design
15	05/14/15	Review			
16	05/21/15	Final Project Due- Critique			Final Project Due- Critique
17	05/28/15	Final Exam			

Syllabus Disclaimer

This syllabus is a "living" document and will be adjusted as necessary during the course. **Every effort is made to adhere as closely as possible to this schedule, however unexpected circumstances may necessitate alterations. Your flexibility and adaptability will be appreciated.**