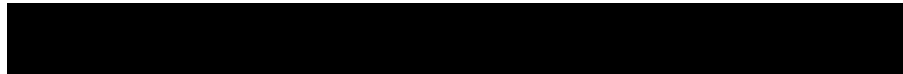


**SALT LAKE COMMUNITY COLLEGE
FASHION INSTITUTE**
South City Campus - 1575 S State Street – SLC, UT 84115

FASH 2550 / Fashion Production & Sourcing
Spring 2025

INSTRUCTOR:
MAILBOX:
E-MAIL:
VOICE MAIL:
CONSULTATION:
CANVAS SITE:



REQUIRED TEXTBOOK:	<i>Apparel Production Terms & Processes by Janace E. Bubonia -2nd Edition Paperback, Bloomsbury Publishing</i>
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MATERIALS AND SUPPLIES:

- | | |
|---|---|
| <input type="checkbox"/> Mechanical Pencils | <input type="checkbox"/> Tracing wheel |
| <input type="checkbox"/> Graphite Pencil (regular pencil) | <input type="checkbox"/> Awl |
| <input type="checkbox"/> Eraser | <input type="checkbox"/> Oak Tag Paper |
| <input type="checkbox"/> Tracing Paper | <input type="checkbox"/> Pattern Paper (white dotted) |
| <input type="checkbox"/> Glue Sticks | <input type="checkbox"/> Muslin |
| <input type="checkbox"/> Scotch Tape | <input type="checkbox"/> Pin Cushion |
| <input type="checkbox"/> Push Pins | <input type="checkbox"/> Dress maker pins |
| <input type="checkbox"/> Pattern Making Measuring Tools: | <input type="checkbox"/> Hand Sewing Needles |
| <input type="checkbox"/> Cutting Shears | <input type="checkbox"/> Measuring Tape |
| <input type="checkbox"/> Paper Scissors | <input type="checkbox"/> 2" X 18" Clear Plastic Ruler |

OFFICE SUPPLIES

- (1) 2" (or larger) Binder
- (1) package. of 5 binder dividers
- (1) Pckg/25 QNT Sheet Protectors

INTRODUCTION: Welcome to ***FASH 2550 – Production and Sourcing***. This course syllabus will provide you with the course schedule, learning outcomes, homework expectations, grading policies, and instructor contact information. Please read through it carefully. You should have a thorough familiarity with the schedule and process of the course.

COURSE DESCRIPTION: *Production and Sourcing* is a hands-on course that will cover product development - including product conceptualization and design, sourcing, production, and introduction and delivery of new products to consumers.

PREREQUISITES: FASH 1320, FASH 1505 (may be taken concurrently), FASH 1660 (may be taken concurrently)

COURSE REQUIREMENTS:

Attendance & Homework:

- Attending the full class period each week is mandatory and will constitute a large portion of your grade. Timely completion of assignments and meeting all homework criteria is required. **Late assignments will receive half credit if submitted during the week immediately following the due date, and zero credit after that.** You are entitled to two (2) excused absences only; you **must** email the instructor before the class begins in order to have it counted as excused. It is the responsibility of the student missing class, and/or assignments, to find out what was missed in their absence; please do not assume or expect the instructor to repeat this information. The student will be responsible for the information discussed.
- Students should expect to perform at least three to six hours per week reading and completing assignments in preparation for this class. Some weeks may require more. It is important to be familiar with the information contained within the assigned chapters each week as well as all information covered in the online class, including videos. Completion of assignments on time and meeting all homework criteria is required. **Late assignments will receive half credit the week immediately following the due date, and zero credit after that.**

Communication: *Canvas Messaging* will be the primary method of correspondence for this course, please feel free to contact the instructor with questions or concerns you may have. Additionally, you will want to check Canvas regularly, as this is where you will find messages from the instructor.

GRADING POLICY: Grades will be assigned for performance in accordance with the policy outlined in the College Catalog. The final grade is based the total number of points received in several areas and will be computed as follows:

Attendance & Participation	25%
Assignments	25%
Projects	30%
Exams (Midterm & Final)	20%
<hr/>	
Total	100%

Grading will be as follows:

A	93% and above	C	73 – 76
A-	90 – 92	C-	70 – 72
B+	87 – 89	D+	67 – 69
B	83 – 86	D	63 – 66
B-	80 – 82	D-	60 – 62
C+	77 – 79	E	59 – below

EXTRA CREDIT: Extra credit MAY be offered in the form of short research papers, attendance of a fashion related event with submission of a typed report or becoming a member of the SLCC Fashion Club. Please discuss these options with the instructor.

CHEATING POLICY: Students found cheating on an exam will be given a zero for the first offense. If it happens again, the student will receive an E for the entire course. **There will be no tolerance for cheating.**

STUDENT LEARNING OUTCOMES:	
FASH 2550 COURSE LEARNING OUTCOMES After completing this course, students will be able to:	*Refer to the SLCC Outcome Key Below
1. Correctly apply a vocabulary of terminology, and identify terms in relation to product management.	1, 2,
2. Employ proper technique in the processes involved in apparel production and preparation of spec. sheets.	1, 2, 3, 4, 6, 7
3. Demonstrate proficiency in pattern layout planning and preparation of construction flow for apparel production.	1, 2, 3, 4, 6, 7
4. Assess, plan, and apply the proper steps for the process for creating production prototypes.	1, 2, 3, 4, 6, 7
5. Demonstrate the ability to appraise and apply various apparel finishing processes.	1, 2, 3, 4, 6, 7
6. Complete industry forms and for estimating the cost particulars for developed garments.	1, 2, 3, 4, 7
7. Assess, and apply the proper steps using tech-pack forms, demonstrating the ability to merge visualization and communication of designs into manufacturability.	1, 2, 3, 4, 6, 7
8. Demonstrate the ability to properly assess the functional and aesthetic characteristics of fabrics and trims along with their availability, in sourcing and selecting fabrics in order to enhance product aesthetics, functionality, and cost.	1, 2, 3, 4, 6, 7
9. Demonstrate the ability to identify creative design, develop fashion concepts such as concept generation, concept screening, line concept etc., ultimately culminating in a developed prototype, and line adoption.	1, 2, 3, 4, 6, 7
SLCC is committed to fostering and assessing the following student learning outcomes in its programs and courses: <ol style="list-style-type: none"> 1. Acquire substantive knowledge 2. Communicate effectively 3. Develop quantitative literacies 4. Think critically 5. Develop the knowledge and skills to be civically engaged 6. Work with others professionally and constructively 7. Develop computer and information literacy 	

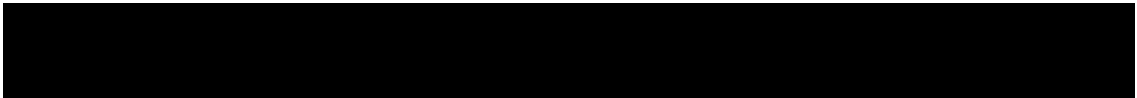
STUDENT CODE OF CONDUCT STATEMENT: The student is expected to follow the SLCC Student Code of Conduct: http://www.slcc.edu/policies/docs/Student_Code_of_Conduct.pdf

***RECORDING OF HEARINGS, MEETINGS AND ACADEMIC INSTRUCTION:** Students are prohibited from taping or recording communications, i.e. lectures or other academic events, with members or guests of the College unless given previous authorization. Designated administrative meetings and student hearings at the College may be recorded so long as the recording device is in plain view and everyone in attendance is aware that communications are being recorded. Administrative systems, such as voice mail, are also permitted. This section does not apply to monitoring or tape recording pursuant to a court order or other legitimate law enforcement activities (see Governor's Executive Order, State of Utah, January 27, 1993).

INCOMPLETE: An incomplete is a conditional grade given only in extraordinary cases where a student has completed a major portion of the class but is unable to complete course work due to circumstances beyond their control such as major illness/injury or a death in the family. Written documentation from your physician will be required.

EMERGENCY EVACUATION PROCEDURES: In case of an emergency please walk to the nearest exit, using the stairs (**DO NOT** take the elevator), and out of the building. Please meet with your class a **SAFE DISTANCE** from the building.

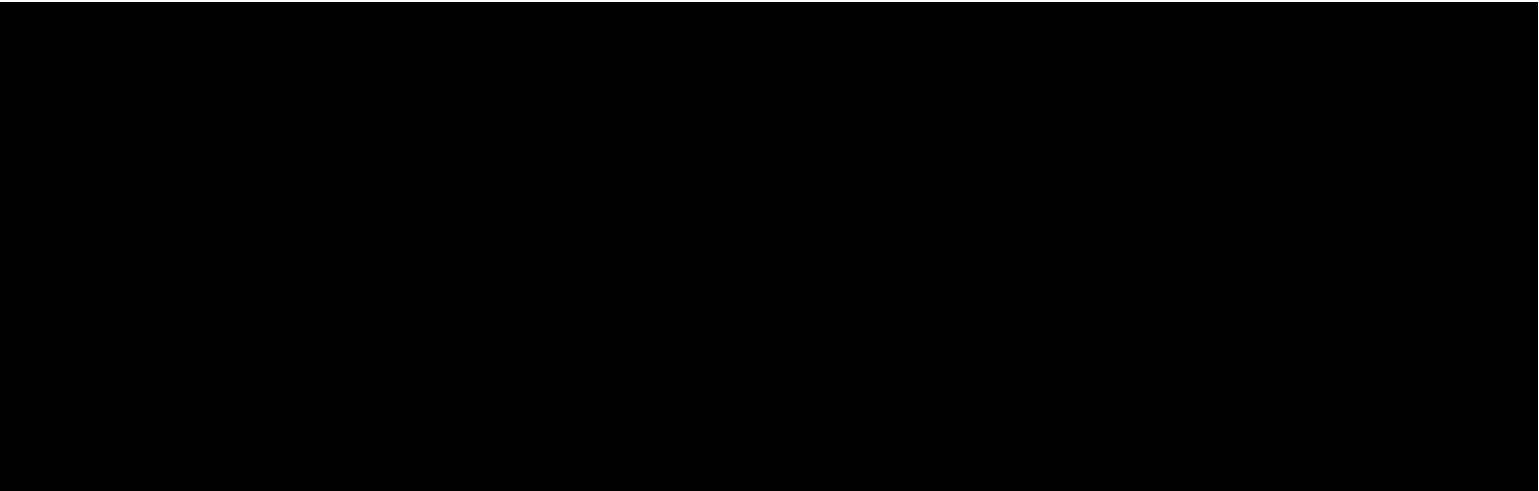
CAMPUS INFORMATION NUMBER:

For accurate information concerning school closures (weather, power outages or other emergencies) call 

SLCC EMERGENCY INFORMATION:

“If you SEE something, SAY something”

If you witness:

- Theft
 - Accident
 - Violence
 - Suspicious Activity
 - Life, Safety or Emergency
- 

For more SLCC resources and information go the SLCC [Institutional Syllabus](#) that may be found at our class canvas site in the lefthand menu.

We have a great resource available to all *SLCC Fashion Institute* students, a subscription to the **University of Fashion**. This subscription is a valuable supplemental information source. Please be sure to sign up and take advantage of this departmental subscription by following the instructions below (you will need to use your SLCC Bruinmail to register):

Registration Process for University of Fashion (UoF)

Welcome to your new University of Fashion subscription, courtesy of SLCC!

Before you start the registration process, you will need to know:

- If you are a first-time or a renewing UoF subscriber
- **SLCC** registration (or sign-up) code number, which is **23SLCC**
- Your email address and, if you're renewing,
- Your prior password

1. Go to this URL from your web browser: <https://groups.universityoffashion.com/>

2. Follow the instructions, below

The image shows a registration form with the following sections:

- Please enter your registration code**
 - Input field: "Sign-up code"
 - Text: "This code will have been provided to you by your Group Administrator."
 - Green button: "Start Registration"
- Already Registered?**
 - Text: "Click here to start using University of Fashion."
- Need to renew?**
 - Text: "Click here if you have a new sign-up code and already have an account with University of Fashion Registered."

Callouts from external boxes:

- New Subscribers*:** Enter your "23SLCC" code [here](#), and then click "Start Registration" [here](#). (Arrows point to the sign-up code field and the Start Registration button.)
- Renewing Subscribers**:** Click the blue link [here](#) to start registration. (Arrow points to the "Need to renew?" section.)

* You are a **New Subscriber** if you have never provided your email address to UoF in the past, e.g. you have never signed up for a subscription or membership or to receive the UoF newsletter

** You are a **Renewing Subscriber** if you have provided your email address to UoF in the past to sign up for a subscription, membership or to receive the UoF newsletter

ePORTFOLIO ASSIGNMENT:

Each student in General Education courses at SLCC maintains a General Education ePortfolio. Instructors in every Gen Ed course will ask you to put at least one assignment from the course into your ePortfolio, and accompany it with reflective writing.

It is a requirement in this class for you to add 1 assignment to your ePortfolio; assignment details can be found in Canvas and will be discussed in greater detail during the semester.

If you don't already have an ePortfolio, please set one up, see below for instructions. Your ePortfolio will allow you to include your educational goals, describe your extracurricular activities, and post your resume. When you finish your time at SLCC, your ePortfolio will then be a multi-media showcase of your educational experience. For detailed information visit <http://www.slcc.edu/gened/eportfolio>

Starting an ePortfolio

In order for us to learn from your ePortfolio and provide effective support, your ePortfolio must be connected to your MySLCC account. To connect your portfolio to MySLCC:

1. Copy the URL for your ePortfolio from the web browser.
2. Click here and then click "Submit" under General Education ePortfolio.
3. Paste the link to your Welcome page and click "Save."
4. Finally, confirm that everything worked by clicking on the link and making sure it goes to your Gen Ed ePortfolio Welcome page.

***Drop-in ePortfolio Support Lab** / You may visit one of our ePortfolio Support Labs. Staff there can help you get started, organize your ePortfolio properly, connect to Learning Outcomes, link your ePortfolio URL to MySLCC, and help you showcase your coursework in meaningful and dynamic ways. For more information, go to:

<http://www.slcc.edu/eportfolio/lab.aspx>.

CLASS SCHEDULE AND HOMEWORK: On the following page is a schedule and list of assignments. This schedule will be followed as closely as possible; however, some modifications may be necessary during the semester. Students are required to attend all classes for the entirety of the class period. Students should be prepared to spend time outside of class reading and completing the assignments.

IMPORTANT DATES - Dates you will want to pay particular attention to:

- *Last Day to Add 1/22/2025*
- *Last day to Drop with 100% refund 3/3/2025*
- *Last Day to Withdraw (with no refunds): 3/25/2025*
- *Holidays when classes are not in session: NA*
- *Spring Break – No classes 3/10 – 3/15/25*
- *Last day of classes 5/1/25*
- *Reading Day: 5/2/25*
- *Finals - date & time: 5/8/2025 @ 3pm*

Spring 2024 Schedule: Fashion 2550 – Fashion Production and Sourcing

Date	Text Sections and Assignments
Week One: Unit 1	Unit 1: Introduction -Introduction to the Course -Evaluating your Skills and Product for Development (Fill out Form) Read: Chapter 1 & 2
Week Two: Unit 2	Unit 2: Production Management Discuss: <ul style="list-style-type: none"> • Completed Form - Evaluating your Skills and Product for Development • Product Design Process • The Prototype Homework: Product Design Research, Initial Design Spec Sheet, Mood board Chapter 8 The design sheet Read: Chapter 3 & 4
Week Three: Unit 3	Unit 3: Sourcing Production Discuss: <ul style="list-style-type: none"> • Fabric & Trim Sourcing • Contractor Sourcing Read: Chapter 5 & 6 Homework: Finalize design idea, start sourcing design idea, Complete unit tech-pack forms
Week Four: Unit 4	Unit 4: Costing Homework: Create pattern for design idea, complete costing forms Read: Chapter 7 & 8
Week Five: Unit 5	Unit 5: Samples and Prototypes Homework: Construct <u>muslin prototype</u> of design idea Read: Chapter 9 & 10
Week Six: Unit 6	Unit 6: Production Planning and Scheduling Defining the Image and Form of Your Company/Product Homework: Create pattern for design idea Read: Chapters 11 & 12 Homework: Fitting for <u>muslin prototype</u> of design idea
Week Seven: Unit 7	Unit 7: The Technical Package Discuss and practice Chapters 7-10 Tech-pack forms Read: Chapters 13 Homework: Correct issues on <u>muslin prototype</u>
Week Eight: Unit 8	Unit 8: The Technical Package (cont.) Discuss and practice Chapters 14-16 Tech-pack forms Read: Chapters 11-14 Homework: Construct 2 nd muslin prototype of design idea
Week Nine:	SPRING BREAK

Week Ten: Unit 9	Unit 9: Midterm -Midterm Project Due: <u>muslin prototype</u> & Tech-pack Forms -Midterm Exam Read: Chapter 17 & 18
Week Eleven: Unit 10	Unit 10: Sales and Promotion Tools for Selling your Product Homework: Start constructing fashion fabric prototype of design idea, Create Line Sheet, Create Order Form with correct terminology Read: Chapter 19 & 20
Week Twelve: Unit 11	Unit 11: Assembly and Finishing - Producing Your Product - Purchase Order/Cut Sew Ticket Homework: Start constructing fashion fabric prototype of design idea, work on final Tech-pack forms Read: Chapter 21 & 22
Week Thirteen: Unit 12	Unit 12: Assembly and Finishing Read: Chapter 23 & 24
Week Fourteen: Unit 13	Unit 13: Packaging and Distribution Product Distribution, Management and Payment Homework: Start Hangtag Assignment: Research information regarding Federal Care Label Requirements for your garments labels & hangtag(s). Read: Chapter 25 & 26
Week Fifteen: Unit 14	Unit 14: Packaging and Distribution Homework: Complete Hangtag Assignment Read: Chapter 27 & 28
Week Sixteen: Unit 15	Unit 15: Work on Final Project & Tech packs (due next week) Read: Chapter 29 & 30
FINALS:	Final Exam: -Due: Final Projects Due e-Portfolio Project