

Space Planning & Com Codes

INTD2350 401

Instructor Information



Course Description

This class will provide the needed instruction to learn the basic design skills for Commercial Space Planning. Emphasis is placed on design of Commercial Spaces starting with precedent studies, client interview, design concept/parti formation, program development, design development, code analysis, LEED integration, and presentation of a final project.

Prereq: INTD 1450 and INTD 1950, both may be taken concurrently.

Semester: Fall & Spring

Course Student Learning Outcomes

- Apply and demonstrate an understanding of commercial building codes as they relate to Interior Design projects.
- Demonstrate substantial knowledge of the American with Disabilities Act that relates to planning Commercial interior design projects (retail, hospitality, health

care, and offices).

- ♦ Apply the acquired information from a commercial Design Program to incorporate into a project applicable to an actual interior environment.
- ♦ Demonstrate substantial knowledge of the fundamentals of the commercial space planning process, including precedent studies, concept (parti) development, and design development through application to an interior design scenario.
- ♦ Demonstrate professionalism through high quality presentations (drawings and contract documents created on industry standard software) that communicates a client's specific requirements.
- ♦ Integrate LEED (Leadership in Energy and Environmental Design) concepts into an Interior Design project.

Textbook & Supplies

A note on the textbooks listed below, the first one "Space Planning Basics" is required and will be needed and ordered ASAP since you will need it for assignments this semester, including the first assignment.

The second Codes book listed below is not mandatory. We'll be reviewing the content through the lectures, but if you're interested in owning a good commercial codes reference, it's worth considering.

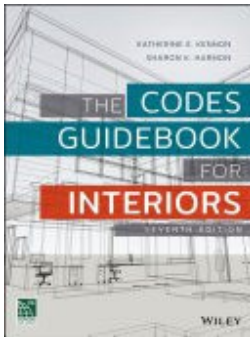
Materials and supplies are to be assessed by you as you work through this course. The majority of the course is completed with **digital drafting software**, AutoCad or Revit being the best. For that reason, if you have a laptop with drafting software, please bring it to class especially as we get into the final project to get feedback from other students. If you don't have a laptop, there is access to the lab on level 2 of TB where you can work on assignments and print off any plans to bring to class. I will make sure to give notice if any special materials are needed for assignments, but a roll of trace paper and basic hand drafting supplies may be helpful if you prefer hand drafting.

Required Text or Materials

Title: Space Planning Basics



Subtitle: Required
ISBN: 9781118882597
Authors: Mark Karlen, Rob Fleming
Publisher: John Wiley & Sons
Publication Date: 2016-02-23
Edition: 4th



Title: The Codes Guidebook for Interiors
Subtitle: Optional
ISBN: 9781119343196
Authors: Katherine E. Kennon, Sharon K. Harmon
Publisher: John Wiley & Sons
Publication Date: 2018-01-23
Edition: 6th

For more information on textbook accessibility, contact Accessibility & Disability Services



Canvas & Technology Information

Computer Requirements

In order for Canvas to work most effectively, your computer or device should meet certain requirements. [This guide](#) talks about those requirements. Technical assistance with Canvas can be accessed by selecting the Help button with the ? in the far left navigation menu.

Have a back-up computer (know the computer lab locations on campus) in case of problems. Technical difficulties will not be an acceptable excuse for late or missed work. Keep a separate backup of all work.

Internet Browser Requirements

The internet browser you use is an important factor in making sure everything works during the semester. See this [guide](#) for information about browsers that are compatible with Canvas. This course will function best when used in a browser on your computer or

device and not from the Canvas App on a phone. There are some features that don't function on a phone.

Software/App Requirements

The biggest requirement for this course will be access to a **computer drafting program of your choice**. I recommend AutoCAD or Revit.

You will need to use Microsoft Office to complete assignments in this class. The good news is that, as a student, you can download it for free. Please visit [this knowledge article](#) to learn more and download the software. Microsoft has created guides for help on how to use [Word](#). Images will be submitted for many assignments. You can use the software of your choice, but if not using PowerPoint, it will need to be uploaded as a PDF.

If you would like to use another Word Processing Program (such as Pages or Open Office) you may. **You will, however, need to make sure that the final files are in .doc, .docx, or .pdf format.**

- [Directions](#) for how to export Pages files into .pdf or .docx.
- [Directions](#) for how to export Open Office as .docx.

PDF Reader

You will need to use a PDF reader to view documents in this course and to submit some assignments. Adobe Acrobat Reader is free software for reliably viewing, printing, and commenting on PDF documents. If you do not have Acrobat Reader installed on your computer, go to [Get Adobe Acrobat Reader](#) for instructions on downloading the software.

Grading Scale

Grades will be assigned for performance in accordance with the policy outlined in the college catalog. The final grade is based on the total number of points received in several areas. Grading scale will be as follows:

A	93% and above	C+	79% - 77%	D	66% - 63%
A-	92% - 90%	C	76% - 73%	E	59% - below
B+	89% - 87%	C-	70% - 72%		

B	86% - 83%	D+	69% - 67%	
B-	82% - 80%	D	66% - 63%	

Incompletes: 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.

Structure of this Course & Navigation

This has been a hybrid and online course since 2020 but this semester has changed back to a lecture course. SLCC is phasing out hybrid courses. For this course, it will be helpful to collaborate more effectively with everyone meeting in class, especially for the final project critiques and feedback sessions. **This section is planned for fully in person lecture and it is expected for you to be in person, however the in-class sessions may change to Zoom if unforeseen circumstances arise.** It is important to have your notification preferences set to immediately receive emails from this course.

Each week, for the first 9-10 weeks, I will be giving a lecture at the beginning of class that will cover the key concepts of space planning and commercial codes. These lectures will inform the assignments we'll be working on throughout the semester. After each class, there will be a module that will unlock in Canvas that will include the lecture slides I go over in class along with the week's assignment.

Brief Description of Assignments/Exams

It is encouraged to check your grades regularly on Canvas. Your grade will be based on the following:

- ♦ **Weekly Assignments** will elaborate on the lecture / module content to help reiterate the course content for each week. There are a variety of assignments with various times to complete them. The discussions and small assignments will be done within the week. For larger assignments, there will typically be 2 weeks to complete them. Assignments will be submitted through Canvas on the corresponding assignment page and due the night before our scheduled class at midnight.

- **Weekly Attendance** in class accounts for 5% of your grade. Attendance is an important aspect of this course for peer interaction and instructor information. Participation is also necessary in peer reviewed assignments or discussions as they come up.
- There will be 2 **quizzes / exams** worth various points to test your knowledge on course content. Quizzes are comprised of multiple choice, and true/false and are open book / open note. Absolutely no make-up quizzes can be given. Please plan accordingly with the schedule provided.
- The primary focus of the semester is your **final project**. More details to come regarding this project, but the base plans and code review analysis will also be progress checks for your final project. To put it in perspective, your final project and the assignments leading up to it will account for 60% of your final grade and can be a great project to add to your interior design portfolio. Keep this in mind as we work through the semester.

Late Work: Students are expected to be aware of due dates by referring to the weekly announcement, the overview page in the module, the To Do list on the right side of the home page, or the calendar in the course. Assignments submitted online will be due the night before our scheduled class day at 11:59pm. 10% will be deducted from late assignments per class period (week) they are late. For example, when turning in a late assignment 3 weeks after the due date, you will receive a maximum of 70% (30% deduction). **Exams / quizzes and the final assignment will not be accepted late.** It is imperative if you start falling behind in the course to communicate with me. This is a rigorous class and you will succeed the best if you keep up on weekly assignments.

Cheating Policy: Students found cheating on an exam/assignment 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. A note that cheating includes plagiarism and the use of AI technology, see "Additional Policies" for more information.

Communication Plan

I will respond to email and questions within 24 hours, M-F. On weekends, I will check my email once on Saturday and once on Sunday.

I will offer feedback on major assignments and grades as soon as possible - within one week, no longer than 10 days.

The best way to contact me is via the Canvas Inbox, as I will prioritize this email over other modes of communication.

Keys for Success (how to succeed in the course)

Course Work:

All work that is turned in should be neat and professional. There will be detailed instructions and rubrics with each assignment that will go over the specific requirements and expectations for each assignment.

It is expected that skills and knowledge are used from previous and current courses with a heavy emphasis on drafting as we get into the final project.

Student Participation Expectations:

- Beginning of the week: Check the announcement to see specific time requirements for the coming week's module and reminder of items that are due in the coming week. You can access all of the announcements by selecting Announcement tab. Depending on how you have your notification preferences set up determines when you receive the announcement. I won't accept, "I didn't get the information" as an excuse. So be sure to check-in frequently to Canvas and set your preferences to have alerts of new messages and announcements go to the device of your choice.
- Night before class: If there is a discussion or assignment that is to be submitted online, it will be due by 11:59 pm.
- Day of class: Arrive to class on time. I start promptly at the scheduled start time.
- Between class meetings: Review the week's module / lecture slides if applicable and work on the assignment for the week. If you have questions, try your best to ask them before the weekend as I consistently check e-mail and Discussions through the week, but not consistently on the weekends.

The in-class sessions may change to Zoom if unforeseen circumstances arise. It is important to have your notification preferences set to immediately receive emails from this course.

Assignment Schedule

Due Date	Assignment Name	Assignment Type	Points
	DISCUSSION 1: Introduce yourself	Discussion	0
	Extra Credit	Assignment	0
	Roll Call Attendance	Assignment	100
9/3	ASSIGNMENT 01 - Basic Criteria Matrix - First Draft	Assignment	20
9/10	ASSIGNMENT 02 - Prototypical Plan Sketches + Completed Criteria Matrix	Assignment	25
9/17	DISCUSSION / ASSIGNMENT 03 - Relationship and Bubble Diagrams, Block Plans	Discussion	40
9/24	ASSIGNMENT 04 - Revised Block Plan	Assignment	15
10/1	ASSIGNMENT 05 - Cartoon Set, Table of Contents and Criteria Matrix	Assignment	30
10/1	ASSIGNMENT 05B - In-class Occupancy Load Calculation	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
10/8	DISCUSSION / ASSIGNMENT 06 - Relationship + Bubble Diagrams	Discussion	35
10/8	Quiz 1 - Lectures 1-6	Quiz	40
10/16	ASSIGNMENT 07 - In-class Accessible Floor Plans, Rough-draft Feedback	Assignment	30
10/22	ASSIGNMENT 08 - Accessible Restroom Layouts	Assignment	65
10/29	ASSIGNMENT 09 - Block Diagrams + Inspiration Precedent	Assignment	35
10/29	Quiz 2 - Lectures 7-9	Quiz	25
10/30	Extra Credit - Myriad Genetics, Building Tour	Assignment	0
11/6	ASSIGNMENT 10 - Rough Draft Floor Plan	Assignment	50
11/6	CRITIQUE 01 - Rough Draft Floor Plan	Assignment	10
11/13	DISCUSSION / ASSIGNMENT 11 - Design Concept and Design Statement	Discussion	40

Due Date	Assignment Name	Assignment Type	Points
11/20	ASSIGNMENT 12 - Floor Plan Updates + RCP Rough Draft	Assignment	50
11/20	CRITIQUE 02 - Floor Plan Updates + RCP Rough Draft	Assignment	10
12/10	FINAL - Final Project, Cosmopolitan Club	Assignment	500

Additional Policies

Communication:

It is very important in this course that all communication through discussions and e-mails be held with respect. Rudeness and disrespect will not be tolerated. The communication policy is on the Introductory page and talks about Netiquette, please review it if you haven't already.

Academic Dishonesty:

Plagiarism

This is taking someone else's works and/or ideas and presenting them as your own. Please do not plagiarize your academic studies or your art. This is a serious form of academic and artistic misconduct and cheating. You will likely fail this course if you are guilty of cheating in any such fashion. However, using others' ideas and giving proper credit is acceptable.

AI Tools such as Chat GPT, Grammarly, etc.

You can use them for punctuation and grammar correction ONLY on your assignments. I also suggest using it as a study tool. It is a good way to synthesis your class notes and reading notes, another thing it is great for is creating study questions for you.

What you cannot do is use it to write things for you. The first issue is that is not your own work therefore it is a form of plagiarism. You are here to learn how to think and build up your own skills in writing and communication. What will happen when we can no longer critically think for ourselves? Don't lean on this crutch.

The second big issue is the way AI works is that it finds patterns and so it can create information based on patterns (so, it will fill in the blanks). This is problematic because the information and source material used to train AI is not always transparent nor is it peer reviewed, so it is not a reliable academic source.

The third issue is that is super unethical, and you are putting labor into electronic sweat shops. Most likely some form of modern slavery and child labor operating in the developing nations. The energy cost and data storage for AI to work is not sustainable or environmentally friendly. So, think twice before you use these tools.

How to Navigate to Canvas

Institutional Policies

As members of our academic community, we would like to invite you to review the Institutional Syllabus which covers important policies and procedures. This document contains important links for students on the code of student rights and responsibilities, academic integrity, and grading policies, Title IX and other important acknowledgements. By familiarizing yourself with this information, you can help us create a safe and respectful environment for everyone.

You can access the document by clicking on the following link:

<https://slcc.instructure.com/courses/530981/pages/institutional-syllabus>

Learning Support and Tutoring Services

We are pleased to offer a range of tutoring and learning support services to help you achieve your academic goals. Whether you need assistance with a specific subject or want to improve your study skills, you have many options for tutoring or other support.

To learn more about the services we offer and how to access them, please visit the Institutional Syllabus under the Tutoring and Learning Support tab: <https://slcc.instructure.com/courses/530981/pages/institutional-syllabus>. We encourage you to take advantage of these resources to help you succeed in your studies. If you have any questions or would like to schedule a tutoring session, please don't hesitate to reach out to us. We are here to support you in any way we can.

Advising and Counseling Support Services

At our institution, we are committed to supporting your academic and personal growth. That's why we offer a range of advising and counseling services to help you navigate the challenges of college life. To learn more about the resources available to you and how to access them, please visit the Institutional Syllabus under the Advising and Counseling Support Services tab: <https://slcc.instructure.com/courses/530981/pages/institutional-syllabus>. Our advising team and the support centers across campus are here to support you in achieving your goals and overcoming any obstacles you may face.

Student Academic Calendar

As students you should be aware of all important dates in the semester, such as the day that courses begin and end, as well as the drop date and the last day to withdraw. To learn more about those dates, navigate to the Student Academic Calendar below:

[SLCC Student Academic Calendar](#)