Course Syllabus

Course Title/Number/Section

ADES 1550.401: Introduction to Fashion Design

Instructors' Information

- Lead Instructor: **Cynthia Gentzel,** *Lecturer*
  - Pronouns: She/her/hers
  - Office hours: Virtual meetings by appointment only
  - Email: Cynthia.Gentzel@unt.edu

- Teaching Assistant: **Ambreen Khan,** *M.F.A. Candidate in Fashion Design*
  - Pronouns: She/her/hers
  - Office hours: Virtual meetings by appointment only – assignment content questions
  - Email: AmbreenKhan@my.unt.edu

- Teaching Assistant: **Cecilia Acosta,** *M.A. Candidate in Interaction Design*
  - Pronouns: She/her/hers
  - Office hours: Virtual meetings by appointment only – grade inquiries
  - Email: CeciliaAcosta@my.unt.edu

Please use the **Canvas messaging function** for all communications with your instructor and TA. Messages will be answered within 48 hours on weekdays.

Office hours offer you an opportunity to ask for clarification or find support with understanding class material. **Please email your instructor or TA to request a booking.** I encourage you to connect with me for support. Additional office hours, in person and virtually, can be scheduled via Canvas. Your success is our goal.

E-Mailing the Instructor and Teaching Assistant

- When emailing your instructor and teaching assistant, please use the following format in the subject line for the most prompt reply:
  ADES 1550-401: Subject of Email
- Email should begin with a salutation and should be written professionally in sentence/paragraph form.
- Always double-check your response before hitting send or reply.
- Always use your instructor's and teaching assistant's professional name(s) and title in email and in person.

Course Description

This course will provide an overview of fashion as art and as an industry, including manufacturing processes, terminology and line organization. Principles and elements of design as applied to fashion.

Course Structure

This course is offered only through an online modality (considered 100% remote), without any scheduled live zoom sessions or in-person face-to-face teaching. This course is scheduled for sixteen weeks, and the number of units/modules in the course and includes fifteen modules.
This course is on Canvas: https://canvas.unt.edu Log-in with your UNT EUID and password.

Course Objectives

Upon successful completion of this course, learners will be able to:

1. Identify areas of the fashion design industry and outline the different stages of the apparel design and retail cycle.
2. Understand and employ industry standard vocabulary regarding garments, textiles, and construction techniques.
3. Explain the difference between fashion design and fashion merchandising.
4. Research and design a conceptual collection based on a designated client, and present using industry standard presentation formatting.
5. Analyze emerging developments in the fashion design industry in design, textiles, technology, and sustainability.

Prerequisites

None

Required/Recommended Materials

There is no required textbook for this course. All supplemental reading materials will be embedded throughout the ADES 1550 Canvas Course Modules.

Minimum Technology Requirements

- Computer- students may use PC or Mac
- Reliable internet access- required for weekly participation of discussion boards and related assignments
- Speakers- to allow for live person-to-person feedback from instructor during office hours
- Microphone- to allow for live person-to-person discussion with instructor during office hours
- Plug-ins- pdf reader
- Microsoft Office Suite- to use for all word processing, excel spreadsheets, and PowerPoint presentations (end of term projects will be in PowerPoint)
- Canvas Technical Requirements (please email UNT Canvas IT for any technical support needs at the following link: https://aits.unt.edu/support

Assessment

The assessments in this course consist of quizzes, a mid-term and final exam, a series of discussion posts, and three projects. A comprehensive breakdown of the grading point allocation will be provided along with the assignment instructions.

- 8 Quizzes (120 points, 24% of total)
- 8 Discussion Boards (80 points, 16% of total)
- 3 Projects (100 points, 20% of total)
- Mid-Term exam and Final Exam (200 points, 40% of total)

Total: 500 points

Grading

Your grade will be based upon the percentage of total points that the student accumulates from assigned activities/exams. Specific grading criteria for each project and assignment will be provided with the project instructions. Your grade is NOT based on the amount of time and/or effort you spent working on perfecting a skill, rather it is based on the degree to which the final product meets the established guidelines (on each project's rubric). The instructor of record determines all grades for each project, in class work, and

attendance. For students who are intending to apply for the Fashion Design program, a final grade of "C" or higher is needed to proceed in the program.

- A: 90 – 100% (Outstanding, excellent work. The student performs well above the minimum criteria.)
- B: 80 – 89% (Good, impressive work. The student performs above the minimum criteria.)
- C: 70 – 79% (Solid, college-level work. The student meets the criteria of the assignment.)
- D: 60 – 69% (Below average work. The student fails to meet the minimum criteria.)
- F: 59% or below (Sub-par work. The student fails to complete the assignment.)

Grade-related Policies

- Protocol
  - Projects must be saved with the following naming convention. "ADES 1550_Student Name_the abbreviated title of the assignment", for example: ADES 1550_Cynthia Gentzel_MoodBoard
  - Failure to use correct file naming convention will result in a reduction of 5 to 10 points from that assignment.
- Late Work
  - **No late work will be accepted** - this is the CVAD Fashion Design Program departmental policy. All assignments, quizzes, and tests are due at 11:59pm on Friday the week they are assigned.
  - All work turned in after the deadline will receive a grade of zero unless the student has a university-excused absence and provides documentation with 48 hours of the missed deadline.
- Turnaround Time: I aim to return graded work to you within two weeks of the due date. When this is not possible, I will send an announcement to the class.
- Extra Credit: There are no individualized extra credit opportunities in this course.

Scholarly Expectations

- Every student in my class can improve by doing their own work and trying their hardest with access to appropriate resources. Students who use other people's work without citations will be violating UNT's Academic Integrity Policy. Please read and follow this important set of guidelines for your academic success (https://policy.unt.edu/policy/06-003). If you have questions about this, or any UNT policy, please email me or come discuss this with me during my office hours.
- Time Management: There are frequent deadlines for this course to assist in the even pacing of the workload. It is **strongly** encouraged that you do not wait until the last minute to post required files or feedback. Incomplete work will be graded "as is."
- Metacognition: This can be defined as learning about how you learn. This relates to what environment you create to work in, when you work, and how you solve any problems you encounter. It is expected that if there is anything that you do not understand (a process, an assignment, or even a particular term), it is your own responsibility to make your best effort to independently overcome that obstacle. If after you have exhausted your own abilities to solve the problem, you can then consult with your peers or instructors.

University of North Texas Policies

Academic Integrity Standards and Consequences

Academic Integrity Standards and Consequences According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic

dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam Additionally, the incident will be reported to the Dean of Students (Office of Academic Integrity), who may impose further penalty. View full policy: Student Academic Integrity policy

ADA Accommodation Statement

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.unt.edu.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to the course management system for contingency plans for covering course materials.
View UNT Emergency Guide.

Academic Progress

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 3.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Students cannot exceed maximum timeframes established based on the published length of the graduate program. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may affect your current and future financial aid eligibility. Please visit financial aid and scholarship for more information about financial aid Satisfactory Academic Progress. It may be wise for you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course before doing so.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act

(FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of

instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13 and 14 [insert administration dates] of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at www.spot.unt.edu or email spot@unt.edu.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom, and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at http://deanofstudents.unt.edu/conduct.

Access to Information – Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail: eagleconnect.unt.edu/

Incomplete Grades

An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule. In consultation with the instructor, complete a request for an Incomplete Grade. This form can be found on the department website and must be turned into the department chair prior to the last day of classes (not the exam date). Note: A grade of Incomplete is not automatically assigned to students

Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus.
The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. Additionally, alleged sexual misconduct can be non- confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Supporting Your Success and Creating an Inclusive Learning Environment

I value the many perspectives students bring to our campus. Please work with me to create a classroom culture of open communication, mutual respect, and inclusion. All discussions should be respectful and civil. Although disagreements and debates are encouraged, personal attacks are unacceptable. Together, we

can ensure a safe and welcoming classroom for all. If you ever feel like this is not the case, please stop by my office and let me know. We are all learning together.

Course Schedule

Dates and topics subject to change. Changes to be announced in class and/or on Canvas.
See Course Schedule file available in this Canvas course.

NOTE: I, Professor Cynthia Gentzel, retain the right to change the syllabus with or without notice.