

COURSE SYLLABUS

Instructor: Jin Gyu “Phillip” Park, Ph.D., Associate Professor
Office Hours: TR 2:30-3:30 pm or by appointment
Office: ART 256C, E-mail: phillip.park@unt.edu
Email communication is preferred to Canvas message

COURSE DESCRIPTION:

This course introduces basic Revit applications for the production of industry standard drawings for both design presentation and construction documentation. Prerequisites: Interior Design major (INTD-BFA)

COURSE OBJECTIVES:

Through participation in course discussions and completion of course assignments and/or projects, students will acquire and demonstrate competency in the following Revit drafting skills, but not limited to:

- Basics of Construction Documents (2024 CIDA Standards 15i)
- Basics of BIM
- Revit Interface
- Basic Toolbox
- Drawing Setup
- Modeling Techniques
- Circulation systems (2024 CIDA Standards 15g)
- Annotating
- Dimensioning
- Documenting
- Cost Analysis
- Printing & Plotting
- Technologically-based collaboration methods (2024 CIDA Standards 5d)

COURSE STRUCTURE:

This course is offered in a lecture/lab format with 6 contact hours per week. The approach to the studio is that of a professional office work environment. Course content, work habits, and studio etiquette are all consistent with the requirements of an interior design career. The course consists of drafting projects and in-class exercises. Students will work in the lab as required, and participate in discussion and critiques during class hours. Individual review will be limited if it intervenes overall course progress. Some exercises may be required outside of regular class hours.

REQUIRED SUPPLIES:

An external drive (Data size of one REVIT project: 50 – 100 MB. Recommend at least 128 GB, approximately \$10 - 15 at Amazon.com but the price may vary depending on seller) for electronic data storage or an equivalent equipment is necessary in each class period.

LAPTOP REQUIREMENTS:

UNT Interior Design program laptop policy requires every student coming into the interior design program after Entry Portfolio Review to own a laptop that meets the specifications for our program. The instructor may enforce the laptop policy and require use of laptop in class with necessary software. Different courses may require additional software to be announced by instructors.

DATA BACKUP:

Students are responsible for saving their data on this personal storage device. Students are highly encouraged to have **at least two backups** of their data every week.

REFERENCES:

This book is for your reference and not required.

Stine, D. & Delgado, M. (2025). *Interior design using Autodesk Revit 2026: Introduction to building information modeling for interior designers*. SDC Publications. ISBN-13: 978-1630577506

STUDENT EVALUATION:

Grades will be determined by a weighted average of the grades earned for the attendance, participations, in-class exercises, assignments and/or projects. Students **MUST** demonstrate their mastery of techniques introduced in class to the instructor. Each project will be evaluated after the announced due date. Upon successful completion of all assignments and projects, total project scores and daily grades will be averaged and converted into a final letter grade using the following percentages. **Please note that failure of any one project will lead to failing this course. In other words, all projects must be successfully completed for passing this course.**

Exercises & homework:	20%
Project 1:	40%
Project 2:	40%
Total	100%

A letter grade will be submitted on the basis of the weighted average as follows:

A weighted average of: will earn a letter grade of:

90% and above:	A (Excellent work)
80% to 89.99%:	B (Good work)
70% to 79.99%:	C (Average work)
60% to 69.99%:	D (Poor work: No credit for Interior Design major)
Anything below 60%:	F (Failing work)

ATTENDANCE POLICY:

Attendance plays a vital role in your success in this course, as consistent participation ensures you remain engaged with the material and the class discussions. **Each student is permitted up to three (3) absences throughout the semester without penalty, which include both excused and unexcused absences.** However, any absence beyond this limit will result in a penalty. Specifically, your final grade will be reduced by 10% for each additional absence. For example, if you miss four (4) classes, your final grade will drop by one letter grade. Once you have used the initial three absences, any subsequent excused absences will no longer count toward the limit.

Punctuality is also important. Attendance will be taken at the start of each class. If you arrive more than 15 minutes late, you will be marked tardy, and further delays may be recorded as an absence unless you provide a valid explanation. Being on time shows professionalism and respect for your classmates, the instructor, and the learning process.

If you find yourself exceeding the three initial absences allowed, you should contact the instructor as soon as possible to discuss how this may affect your ability to complete the course or its projects. Additionally, if you encounter extenuating circumstances that impact your attendance, please communicate with the Dean of Students and the instructor promptly. The best way to reach the instructor is via email. Remember, consistent attendance and participation not only contribute to your grade but also enrich your learning experience and foster a collaborative classroom environment.

NOTE-TAKER:

It is your responsibility to stay informed about any material missed due to absences. The instructor will not repeat or reteach missed content, so you are required to identify a designated note-taker from among your classmates. Please provide the instructor with the note-taker's name and contact information early in the semester to ensure you have access to critical course information if needed. *No video or audio recording is allowed for course contents.* Please demonstrate your sophistication by expressing genuine gratitude to your note-taker, as showing appreciation is a vital life skill.

LATE WORK:

Unless otherwise noted, assignments and projects are due at the beginning of the class period designated. Late assignments and projects will be reduced one letter grade for each additional late class period. Students with unexcused absences will receive a score of "0", and CANNOT turn in work that was due that day. No emails of work will be accepted unless specified. Students with excused absences may make up missed work within 2 class periods after returning to class, unless otherwise excused by the instructor.

INCOMPLETE:

An Incomplete is reserved solely for extenuating circumstances (such as a major illness or severe family crisis) and will be granted at the discretion of the instructor. If an Incomplete is granted, the student must complete the unfinished work on or before the date specified by the instructor when the Incomplete is granted. An Incomplete Contract must be completed prior to the end of the semester and filed in the Department Office. Failure to complete the entire work assignment on or before the specified completion date will result in a final grade of an "F" with no consideration given to partially completed work.

TECHNICAL ASSISTANCE:

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UNT IT Help Desk: <http://www.unt.edu/helpdesk/index.htm>

Email: helpdesk@unt.edu

Live chat: <https://it.unt.edu/helpdesk/chatsupport>

Phone: 940-565-2324

In Person: Sage Hall, Room 330

Hours and Availability: Visit <https://it.unt.edu/helpdesk> for up-to-date hours and availability

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328) (<https://community.canvaslms.com/docs/DOC-10554-4212710328>)

COURSE RISK FACTOR:

This course has been assigned a level 1 Risk Rating. Students in this course are not exposed to significant hazards and are not likely to suffer any bodily injury. Students will be informed of any potential health hazards or potential bodily injury connected with the use of any materials and/or processes and will be instructed how to proceed without danger to themselves or others.

RETENTION/REPRODUCTION OF STUDENT WORK:

The Department has the right to retain any and all student work for CIDA accreditation reviews for a period of up to 2 years. It is the student's responsibility to document their work for personal purposes. Students will be allowed to photograph their works prior to retention. After the next CIDA accreditation review, students may retrieve their original work. It is the student's responsibility to retrieve their work in a timely manner; after two months, any work remaining will be destroyed.

The Department reserves the right to display student work at any time for the purpose of public relations and to reproduce student works in any form. The instructor may request duplication of exemplary student work to be retained for use in future classes or program promotion.

The CIDA review and interior design profession is critique based. Therefore, as part of the professional curriculum and evaluation process for successful interior designers, current and past student work may be publicly identified, displayed, critiqued, and used as teaching tools. Works of currently enrolled students may also be used in this educational process and students enrolling in this major will automatically consent to engage in these activities, as this is a natural educational process within a studio setting.

ACADEMIC DISHONESTY AND PLAGIARISM POLICY:

Each student's work will be generated independently unless otherwise noted. Electronic drawings, assignments, and examinations are considered original work and are not to be shared between students. All work assigned as part of this course is governed under University plagiarism policies.

Academic dishonesty includes cheating, fabricating or falsifying information or sources, improper collaboration, submitting the same paper/work for different classes without permission. Unfortunately, incidents of academic dishonesty, especially plagiarism, have been increasing throughout colleges and universities in the United States. Plagiarism occurs when you deliberately or unintentionally use another person's language, ideas, design, or materials and present them as your own work without properly acknowledging and citing the source. The University of North Texas considers plagiarism a serious form of academic dishonesty. Avoid plagiarism by carefully and correctly citing your sources whenever you use someone else's words, equations, graphics, or ideas. If you are unsure of something and are worried you may be plagiarizing, come see me. Cite sources carefully, completely, and meticulously; when in doubt, cite.

The university, college, department, and I expect you to conduct your own papers/design and to provide full and accurate citations for any specific ideas or language—words, phrases, sentences—that you take from outside sources, including the internet. 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. Any act of academic dishonesty in this class may result in receiving an F on the assignment/project/test, dismissal from class with a final grade of F, and even suspension or expulsion from the university, depending upon the severity of the violation.

AMERICAN DISABILITIES ACT:

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.

DISABILITIES ACCOMMODATION:

Please notify the instructor if you have a disability that requires accommodation. It is also recommended that you register with the UNT Office of Disability Accommodation, Student Union, Room 318. The College of Visual Arts and Design policy on accommodation is available upon request in the CVAD Dean's offices. Further questions and problems on accommodation may be addressed to Associate Dean Eric Ligon, School Accommodation Liaison, Art Building, Student Advising.

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. Visit UNT's [Code of Student Conduct](https://deanofstudents.unt.edu/conduct) (<https://deanofstudents.unt.edu/conduct>) to learn more.

STUDENT SUPPORT SERVICES:

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- [Student Health and Wellness Center](#)
- [Counseling and Testing Services](#)
- [UNT Care Team](#)
- [UNT Psychiatric Services](#)
- [Individual Therapy](#)

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 UNT Learning Management System (LMS) for contingency plans for covering course materials.

In case of emergency (alarm will sound), please follow the building evacuation plans posted on each floor of your building and proceed to the nearest parking lot. In case of tornado (campus sirens will sound) or other weather-related threat, please go to the nearest hallway or room on your floor without exterior windows and remain there until an all clear signal is sounded. Follow the instructions of your teachers and act accordingly.

STUDENT PERCEPTIONS OF TEACHING (SPOT):

The Student Perceptions of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SPOT to be an important part of your participation in this class.

FINAL DISCLAIMER:

The instructor reserves the right to alter this syllabus if and when necessary.

STUDENT ACKNOWLEDGEMENT:

Please read the syllabus, schedule, and Permission to Use Student Work Form thoroughly. As you understand information on the syllabus and the publication policies, sign the student acknowledgement form on next page and turn it in to the instructor.