COURSE SYLLABUS
Instructor: Jin Gyu "Phillip" Park, Ph.D., Associate Professor
Office Hours: TR 9:30–11:00 am or by appointment
Office: ART 256C, E-mail: phillip.park@unt.edu
Please do NOT message me via Canvas

COURSE DESCRIPTION:
This course introduces basic AutoCAD and Revit applications for the production of industry standard drawings for both design presentation and construction documentation. Prerequisites: ADES 2630 and ADES 2640.

COURSE OBJECTIVES:
Through participation in course discussions and completion of course assignments, students will acquire and demonstrate competency in the following AutoCAD & Revit drafting skills:

AutoCAD	*REVIT*
• AutoCAD Interface • Basic Commands • Drawing Setup • Drawing Standard & Organization • Titleblock & Template • Model & Paper Spaces • Layers & Blocks • Texts & Annotation • Dimensioning • Printing & Plotting • External Referencing	• Basics of BIM • Revit Architecture Interface • Basic Toolbox • Modeling Techniques • Annotating • Dimensioning • Documenting • Printing & Plotting

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 intervene overall course progress. Some exercises may be required outside of regular class hours.

REQUIRED SUPPLIES:
A flash drive (at least 256MB, approximately $6 at Amazon.com but the price may vary depends on seller) for electronic data storage or an equivalent equipment is necessary in each class period. Students are responsible for saving their data on this personal storage device. Students are extremely encouraged to have **at least two backups** of their data.

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. More information regarding the laptop requirements is available on CVAD website at https://cvad.unt.edu/design/interior-design-downloadable-information

REQUIRED BOOK:
Aaron R. Hansen, A. & Stine, D. (2020). *Interior design using Autodesk Revit 2021: Introduction to building information modeling for interior designers.* Mission, KS: SDC Publications. ISBN: 978-1-63057-365-2

REFERENCES:
These books are for your reference and not required. The book prices may vary depends on seller.

AutoCAD: First book is good for a beginner and the last one is for an intermediate or advanced user.
Douglas Seidler (2016). *Digital drawing for designers: A visual guide to AutoCAD 2017.* Bloomsbury Publishing. ISBN: 978-1501318122 (Approximately $95 at Amazon.com).
George Omura & Brian Benton (2018). *Mastering AutoCAD 2019 and AutoCAD LT 2019.* Sybex Publisher, ISBN: 978-1119495000 (Approximately $70 at Amazon.com).

REVIT: The book is for an intermediate or advanced user.
Kim Marcus, Lance Kirby, & Eddy Krygiel (2019). *Mastering Autodesk Revit Architecture 2020.* Sybex Publisher, ISBN: 978-1119570127 (Approximately $70 at Amazon.com).

STUDENT EVALUATION:
Grades will be determined by a weighted average of the grades earned for the attendance, participations, in-class exercises, and 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:	10%
Project 1:	30%
Project 2:	30%
Project 3:	30%
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:
Absences in excess of 3 will result in a final grade discount of 10% for each absence over 3. - Example, you miss 4 classes, your grade is dropped by one letter grade.

Attendance Record:
Attendance will be taken at the start of class. The attendance record in Zoom will be considered as official attendance so joining a live Zoom session on time is critical. A tardy will be recorded for anyone coming to class 15 minutes late. Arriving later than 15 minutes requires explanation, and may be counted as an absence.

The instructor will not repeat material missed due to absence. Student with more than 4 absences should contact the instructor about completing the project or course. Please contact the instructor in the event of extenuating circumstances. The best method of contacting the instructor is via email.

COVID-19 Impact on Attendance
While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any symptoms of COVID-19 (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

CLASS MATERIALS FOR REMOTE INSTRUCTION:
The UNT fall schedule requires this course to have fully remote instruction beginning November 28th. Additional remote instruction may be necessary if community health conditions change or you need to self-isolate or quarantine due to COVID-19. Students will need access to Zoom to participate in fully remote portions of the class. Information on how to be successful in a remote learning environment can be found at https://online.unt.edu/learn

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.

UIT Help Desk: UIT Student Help Desk site (http://www.unt.edu/helpdesk/index.htm)
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130
Walk-In Availability: 8am-9pm
Telephone Availability:
- Sunday: noon-midnight
- Monday-Thursday: 8am-midnight
- Friday: 8am-8pm
- Saturday: 9am-5pm
Laptop Checkout: 8am-7pm

For additional support, visit Canvas Technical Help (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.

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.

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. For the university's policy on Academic Integrity, please refer to website at https://facultysuccess.unt.edu/academic-integrity. Any act of academic dishonesty in this class may result 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:
The University of North Texas 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 you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You 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. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

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.

STUDENT RIGHTS AND RESPONSIBILITIES:
Each University of North Texas student is entitled to certain rights associated with higher education institutions. See www.unt.edu/csrr for further information.

BUILDING EMERGENCY PROCEDURES:
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.

COURSE SCHEDULE

Due to the nature of this class, the schedule is subject to change.

Week	Date	Topic	Textbook Reading	Due
1	8/25	Course introduction, policies, textbooks ID Major - Laptop requirements		
	8/27	AutoCAD Interface, Menu & Settings, basic commands		Exercise
2	9/01	Basic Commands; layers; line weights; printing		Exercise
	9/03	Project 1 introduction; Drawing Setup		
3	9/08	Floor Plan; Layer; Line weight		
	9/10	Block; Door & Window		
4	9/15	Text & Annotation; Dimensioning		
	9/17	Model Space vs. Paper Space; Layout		
5	9/22	Interior Elevations; Layout		
	9/24	Furniture Plan; Lighting Plan; Layout		
6	9/29	External referencing; Titleblock; Plotting		
	10/01	Construction Document Organization		**Project 1**
7	10/06	Project 2 introduction; BIM; Basic concepts of REVIT	Lesson 1	
	10/08	Interface; starting new project; Navigation	Lesson 2	
8	10/13	Floor Plan; Wall, Door & Window; Room tags & schedule	Lesson 3, 6, 12	
	10/15	Curtain wall; Ceiling	Lesson 7, 9	
9	10/20	Furniture; Materials	Lesson 4	
	10/22	Elevations; Sections		
10	10/27	Elevations; Sections; Schedules	Lesson 16	
	10/29	Text & Annotation; Dimensioning	Lesson 3	
11	11/03	Documenting; Plotting	Lesson 3, 18	
	11/05	Construction Document Organization		**Project 2**
12	11/10	Project 3 introduction		
	11/12	Floor Plan; Advanced Wall Types	Lesson 6	
13	11/17	Stairs and Railing	Lesson 8	
	11/19	Furniture; Materials	Lesson 4, 14	
14	11/24	Elevations; Sections		
	11/26	Thanksgiving – No class		
15	12/01	Text & Annotation; Dimensioning; Schedules	Lesson 3, 16	
	12/03	Lighting & Rendering; Plotting	Lesson 17, 18	
16	12/08	Construction Document Organization		**Project 3**
	12/10			