

ADES 2630.501 • DRAWING FOR INTERIOR DESIGN • SYLLABUS

Tracey Filbeck, RID CVAD (College of Visual Arts and Design) Office 262B

Professional Lecturer

Tracey.Filbeck@unt.edu Office Hours: Mondays 1:00 pm - 2:00 pm or by appointment

Scheduled Class Times: MW 10:00 am to 12:50 pm – CVAD 265

Teaching Philosophy and Background

My philosophy with first-year students on this course is to provide learning opportunities where dialogue is encouraged for understanding new skills. I believe in a holistic approach to both teaching and design in our human environments. Therefore, I incorporate assignments that hone the critical thinking skills needed in design classes. As I taught in the previous lecture class this past fall, my passion for design revolves around thinking about the whole person and all their needs (physical, mental, and emotional). I use this same approach in teaching because each student is unique in how they interpret information and make cognitive connections. *No question is stupid, but not asking is not learning, and silence is not considered communication.*

As this is a studio environment, I encourage students to use design iteration and allow for various ideas and concepts to take shape. This is where design is learned. As with any studio class, students will need to work outside of our scheduled time together to create, evolve, and finalize design deliverables. I start every class with content from Canvas that directly relates to the current skills or knowledge that is the focus for the week. I use studio time to look at each student's progress. Each class should be considered an active learning environment, and it is my goal for each student to have new content for me to see each time we meet.

With over 25 years of professional practice in Architectural and Interior Design, I have worked primarily in the commercial design sector. I received a Bachelor of Arts in Interior Design from Baylor University and a Master of Arts in Architecture from the University of Texas at Arlington. I also studied abroad in the Architecture Exchange Program from the University of Innsbruck in Austria. I have been teaching for four years in various design programs across the metroplex as an adjunct faculty, and now I am a full-time professional lecturer here at UNT (University of North Texas).

Course Description

Welcome to ADES 2630, an introduction to interior design and architectural drawing, and drafting. This course covers the design process, drawing types, visual communication, and design theory. Instructional emphasis is on how to create measured, three-dimensional space drawings for interior presentations. Orthographic drawing techniques, 3-dimensional model building, and one-point perspective theory are the key visual communication methods covered in this curriculum. You will learn the fundamental skills associated with drawing for interior design and how to communicate your design intent. Content from this class will form the basis for the Entry Portfolio Review for the Interior Design BFA Program.

Course Structure

ADES 2630 is a combination of individual studio-based assignments, quizzes, and submissions of four different sections of a process book, which will become your entry portfolio submission. This class requires a significant amount of outside classwork. As a studio-based/skill development course, please be aware that participating solely in class will not be sufficient to pass this course. This course will require many hours of outside classwork to complete assignments and will increase as the semester progresses. Active participation in all activities, including desk critiques, is required. I will not tailor studio projects or reviews to facilitate individual involvement due to a lack of viable effort on your part to seek out information, build skills and proficiencies, and access resources being made available to you. This course is structured to scaffold new knowledge and skills weekly. The course prepares you for a professional career in interior design and the ability to produce an entry portfolio.

This in-person class meets six (6) hours a week for structured class learning and studio work. Self-directed work will be required for class presentations and project checkpoints outside normal class time. *This is a 3-hour credit course during the fall semester.* Prerequisite(s): ART 1700, 1800, and ADES 1625.

The course includes classroom lectures that will be presented during class time. There will be additional resources for learning, such as online reading, videos, and examples of work on Canvas. All design work will be created by hand drawing and drafting with pencil, pen, and paper. The only digital tools to be used in this course for assignments will be the use of a flatbed scanner to upload a digital copy of your design work. You will be introduced to Adobe InDesign, a software program to be used for the compilation of your process book and entry portfolio. Drawings will not be accepted created on a tablet or any other electronic device. There will be six (6) modules of learning for this course.

Course Objectives

- Develop the skills, ability, and judgment to visualize, construct, and communicate ideas through the two-dimensional graphic representation of three-dimensional objects and space.
- Develop necessary drawing and drafting skills to use as a tool for communicating design ideas, and as part of the design process.
- Develop an understanding of clear, precise, and concise architectural drafting conventions for the following types of drawings:
 - ❖ Floor Plans
 - ❖ Reflected Ceiling Plans
 - ❖ Elevations that are drafted orthogonally correct
 - ❖ One-Point Perspective
- Understand and correctly apply notations, symbols, and dimensions.
- Develop consistency in hand lettering – a typographical style to reinforce collaboration.
- Develop an understanding of the value of line weights when sketching and drawing.
- Learn how to translate objects and spatial enclosures from the orthographic view to the perspective and vice versa.

The emphasis will be on teaching students to rapidly visualize and sketch their design ideas freely and quickly, utilizing two-dimensional and three-dimensional skills.

Classroom and Lab Safety

While working in laboratory sessions, students enrolled in ADES 2640 are required to follow proper safety procedures and guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions, and hot and cold products. Students should be aware that UNT is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in case of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance. Brochures for student insurance are available in the UNT Student Health and Wellness Center. Students injured during class activities may seek medical attention at the Student Health and Wellness Center at rates reduced compared to other medical facilities. If students have an insurance plan other than Student Health Insurance at UNT, they should be sure that the plan covers treatment at this facility. If students choose not to go to the UNT Student Health and Wellness Center, they may be transported to an emergency room at a local hospital. Students are responsible for expenses incurred there.

How to Succeed in this Course

Success in this course will be achieved by a student who actively participates in the studio and contributes the time needed and effort outside of class to show competency in the skills taught. Participation is evaluated on your honesty, respect, and collaboration with others, reflection by self-analysis, flexibility, and adaptability to suggestions, respect, and attendance. Attention to detail and well-crafted work should be executed professionally and with care. Communication is key to understanding coursework and the proficiency of skills. Individual work outside of structured class time is highly encouraged. Students who show an interest in improving and learning from mistakes will become better designers.

As previously stated, please only communicate via Canvas messaging or by UNT email. Office Hours: Tuesdays, 1:00 pm to 2:00 pm or by Zoom (Please email me in advance to confirm my availability to meet with you.) *Office hours allow you to ask for clarification or find support with understanding class material. Come visit me! I encourage you to contact me for support. Additional office hours, in person and virtually, will be offered as the semester concludes. Your success is our goal.*

ADA Accommodation Statement:

The University of North Texas makes reasonable academic accommodations for students with disabilities. Students seeking reasonable accommodation must register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is confirmed, the ODA will provide you with a reasonable accommodation letter or faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodation at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Students must obtain a new letter of affordable accommodation for every semester and meet with each faculty member before the start of each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members can ask students to discuss such letters during their office hours to protect the student's privacy. For additional information, refer to the [Office of Disability Access](http://www.unt.edu/oda) [Links to an external site.](http://www.unt.edu/oda) website (<http://www.unt.edu/oda> [Links to an external site.](http://www.unt.edu/oda)). You may also contact ODA at (940) 565-4323.

Academic Success Resources

UNT strives to offer you a high-quality education and a supportive environment, so you learn and grow. As a faculty member, I am committed to helping you be successful as a student. To learn more about campus resources and information on how you can be successful at UNT, go to unt.edu/success [Links to an external site.](http://unt.edu/success) and explore unt.edu/wellness [Links to an external](http://unt.edu/wellness)

[site..](#) To get all your enrollment and student financial-related questions answered, go to scrappysays.unt.edu[Links to an external site..](#)

Supporting Your Success and Creating a Universal Learning Environment

Just as various perspectives of a spacial environment bring more value to understanding the design intent, the many perspectives students bring to the classroom are valued as well. Critical thinking is developed through exposure to various ideas and differentiating between emotion and perspective. Please work with me to create a classroom culture of open communication, mutual respect, and belonging. 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 communicate with me and let me know. We are all learning together. Every student has the right to learn, and I have the right to be able to instruct all students in my class. If you become a distraction during class, I will encourage you to review UNT's student code of conduct so that we can all start with the same baseline civility understanding ([Code of Student ConductLinks to an external site.](#)) (<https://policy.unt.edu/policy/07-012Links to an external site.>).

Required/Recommended Materials

- **Space Planning Basics – Fourth Edition** by Mark Karlen and Rob Fleming
[ISBN: 978-1-118-88259-7Links to an external site.](#)
Available to students at the UNT Bookstore in new paperbacks. This book is available as an E-book with outside vendors.
 - Refer to *Supply List for ADES 2630* for the drawing and drafting equipment and supplies you will need for this course. Drafting and design supplies are available at Voertman's Bookstore, 1314 W Hickory St, Denton, Texas.
- Additional textbooks will be available as a class resource during scheduled studio class meetings. These resources will be provided by the instructor.
- This course has digital components. To participate in this class, students will need internet access to reference content on the Canvas Learning Management System and the ability to upload work for grading. If circumstances change, you will be informed of other technical needs to access course content. Information on how to be successful in a digital learning environment can be found at [Learn AnywhereLinks to an external site.](#) (<https://online.unt.edu/learnLinks to an external site.>).

Technology Requirements

- Adobe InDesign

Course Requirements

This course is composed of both assignments and projects. Assignments test your knowledge and comprehension and are building blocks for your projects. The Process Book carries the heaviest weight and is used to evaluate your skills and abilities. You may refer to the Course Summary in Canvas for the semester schedule and deadlines for all coursework and participation checkpoints. Please note that you will be notified by Eagle Alert if there is a campus closing that will impact a class, and the calendar is subject to change, citing the [Emergency Notifications and Procedures Policy](https://policy.unt.edu/policy/06-049)[Links to an external site.](https://policy.unt.edu/policy/06-049) (<https://policy.unt.edu/policy/06-049>[Links to an external site.](https://policy.unt.edu/policy/06-049)).

Grading Policy

Assignment Description	Points	% of Total Points
ATTENDANCE	100	10%
PARTICIPATION	60	6%
Discussion Board ASSIGNMENT (10)		
Site Visit – Measure & Take Notes (10)		
Studio Preparedness (20)		
Final Exam/ Design Prompt & Critique (20)		
ASSIGNMENTS One (1) through Four (4) Multi-View Drawings	40	4%
ASSIGNMENT Six (6) through Eight (8) Drafting Assignments	120	12%
SKETCHBOOK ASSIGNMENT	20	2%
QUIZZES Total of Six (6) Individual Quizzes	60	6%
PROCESS BOOK (Semester Project with 4 Separate Submissions)	600	60%
TOTAL POINTS:	1000 points	100%

Assessing Your Work

Points	Approximate Percent	Letter Grade	Description
1000 to 899 points	= 100 to 90%	A	Exemplary
898 to 800 points	= 89 to 80%	B	Proficient
799 to 700 points	= 79 to 70%	C	Developing/ Emerging
699 to 600 points	= 69 to 60%	D	Needs Intervention
599 to 0 points	= 59% and below	F	Insufficient

Classroom and Grading Policies:

Grades are based on mastery of the content, attention to detail, craftsmanship, and professionalism in presentations. As a rule, I do not round up numerical grades that fall below .5. For example, if you receive an 89.4 out of 100, I will not give you a 90, even if it means you would move up a letter grade. However, a numeric grade of 89.5 will be rounded up to 90. There is no extra credit for college courses in the Design Program. Participation to the end of the semester will be needed for grade rounding.

Late Work Policy

All coursework (including, but not limited to, assignments, discussion boards, and projects) must be submitted no later than the due date unless prior arrangements are made with the professor and a new due date is established. If a student submits an assignment after the due date without planning with the professor, a minimum of 10% DEDUCTION PER DAY will be assessed for late work (based on an assignment grading scale of 100 points)

- Students with documented evidence of an emergency which prevented prior communication with the professor may present documentation to the professor for consideration. It is up to the professor if an extension will be provided.
- There is no regrading of assignments or coursework if a student decides to make improvements or corrections.
- Coursework will not be accepted after the last day of the term unless arranged as part of a pre-approved course extension.

Academic Integrity Policy

Professionalism includes maintaining academic integrity and civility in the classroom. Please note the **UNT Honor Code**: “I commit myself to honor, integrity, and responsibility as a student representing the University of North Texas community. I understand and pledge to uphold academic integrity as set forth by [UNT Student Academic Integrity Policy, 06.003](https://policy.unt.edu/policy/06-003)[Links to an external site.](https://policy.unt.edu/policy/06-003) (<https://policy.unt.edu/policy/06-003>[Links to an external site.](https://policy.unt.edu/policy/06-003)). I affirm that the work I submit will always be my own, and the support I provide and receive will always be honorable.”

Cheating includes, but is not limited to, intentionally or unintentionally having access to and/or using unauthorized materials identified by the faculty member, including, but not limited to, material generated by Artificial Intelligence (AI) programs and content generators, or electronic, digital media, telecommunication, and/or wearable devices (e.g., laptops, phones, smartwatches, Fitbits, Bluetooth devices, tablets) to complete a quiz, examination, or class assignment; receiving information in an unauthorized manner during a quiz or examination or to complete an assignment; using, buying, selling, soliciting, stealing, or otherwise obtaining course assignments and/or examination questions in advance; using information about exams posted on the internet or in any electronic medium; violating a faculty member’s and/or the Testing Center’s testing policies and procedures; leaving a test site without permission; failing to secure test materials; removing tests or answer sheets from a test site; using someone else’s work for an assignment in whole or in part as if it were one’s own (e.g., turning in a copy of someone else’s work as one’s own work, or incorporating text generated by Artificial Intelligence (AI) programs or content generators as one’s own writing); submitting academic work in whole or in part for more than one (1) assignment, class, or institution without the faculty member’s permission (i.e., recycling an assignment or self-plagiarism); using annotated texts or teacher’s editions; making false statements or omissions related to applications for enrollment, credit or classwork, research, or the award of a degree; falsifying academic records or documents; and attempting to fulfill the requirements of a course through any other dishonest means.

Collusion includes, but is not limited to, intentionally or unintentionally aiding, or attempting to aid another in an act of scholastic dishonesty; failing to secure academic work; providing an inappropriate level of assistance; collaborating with or communicating answers to a classmate about an examination or course assignment without the faculty member’s permission; and allowing a classmate to copy answers.

Plagiarism includes, but is not limited to, intentionally or unintentionally failing to quote and cite words, information, and/or ideas taken from a source(s) per a citation style approved by the faculty member and/or inadequately paraphrasing.

Attendance and Participation

Full participation in the studio and classroom experience is essential to the educational process. Research has shown that students who attend class are more successful. You should attend every class unless you have a university excused absence as stated in the [Student Attendance and Authorized Absences Policy \(PDF\)](https://policy.unt.edu/policy/06-039) (<https://policy.unt.edu/policy/06-039>). *Your safety and well-being are important to me.*

Attendance is taken daily during class. Active participation will be considered in the evaluation of your final grade. **Six (6) unexcused absences lead to a one full grade deduction from the final grade** (Example: from a B to a C). **Eight (8) unexcused absences lead to failure**

Additional Student Resources

Please refer to the university's student policies [Student Support Services & Policies](#), and the following:

- [UNT Learning Center](#)
- [UNT Writing Lab](#)
- [UNT Libraries](#) can help with all your research
- UNT CARE TEAM can assist with protecting your health, safety, and welfare (HSW) through support
- **CVAD Goff Resource Center on the 2nd Floor**
- <https://cvad.unt.edu/resources>
- **CVAD Artificial Intelligence Policy**