

DESIGN STUDIO COURSE SYLLABUS

APPLIED ARTS 200 | SPRING 2019 | CRN 43810

Spring term: April 1st - June 16th
Scheduled time/days: F 10am - 1:50pm
Credits: 2
Classroom: SSH 116D
Final Exam: Wednesday, June 12th at 8am

Instructor: Mattea Godsey
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Phone: (541) 714 - 3487
Office Hours: By appointment

COURSE DESCRIPTION

Provides opportunity for students to work with clients on actual projects in a professional studio environment.

COURSE OUTCOMES

Upon successful completion of this course, students will have experienced the day-to-day of a design studio. Students will:

- Identify and develop areas of potential self improvement
- Work within a group to meet the learning outcomes of this course
- Practice tracking their billable hours
- Assess the needs of a project and practice solving design problems
- Work through the creative process
- Manage deadlines and milestones
- Act as active and equal members of a design team
- Present a polished and professional final product

STUDENT LEARNING OBJECTIVES

- Effectively interact with customers/clients.
- Generate a quote for design work.
- Generate billing for design jobs completed.
- Use legal forms associated with the industry.
- Work using a timeline with clear deadlines.

CLASSROOM POLICIES

BEHAVIOR & EXPECTATIONS

- Attend all class sessions (and inform the instructor/your team if you cannot make it)
- Bring all work related to your project to each class
- Participate in discussions, team meetings, presentations, and group critiques
- Be on time and prepared
- Give your full effort to course assignments and activities
- Be an active and dedicated participant in your team.
- Practice self direction and discipline
- Keep interactions and communication with clients professional and timely
- Ask for advice, help, critique, or direction any time you need it!

You are held accountable to the Student Code of Conduct, which outlines expectations pertaining to academic honesty (including cheating and plagiarism), classroom conduct, and general conduct.

ATTENDANCE, TARDINESS, & PARTICIPATION

Attendance is important for this class. We meet once a week and the structure of the class is that of a professional design studio. If you're unable to attend any classes, please inform the instructor and your teammates in a timely manner.

COURTESY AND RESPECT

I encourage you to share your unique perspectives. This is a class where we can all learn from each other! Please be kind, constructive, and professional with your comments. Critique and group problem solving are huge components of this course, therefore everyone will be expected to both participate and facilitate the active inclusion of others.

ASSIGNMENTS, ACTIVITIES, & GRADING

COURSE ACTIVITIES

This is a professional design studio and will be structured similarly to what you may experience in your future career. You will be assigned to one of two teams: each team will be given a project with an actual client. Teammates will select roles for one another and will be expected to manage their projects within their teams. There will be checkups, critiques, and presentations throughout the term. Much of this will be self directed and independent, with the instructor acting as Creative Director and advisor. Your team will also be communicating with a client throughout the term, including presentations and emails.

PROGRESS MEETINGS

We will meet as a whole class at the start of most class periods. These meetings will be brief progress check-ins. Teams will share updates and receive instruction for next steps. Students will break out into their groups afterwards to resume work or other scheduled activities. Progress meetings may be followed by in-depth meetings with the instructor and the separate groups from time to time.

TIME KEEPING

Everyone will be expected to track their hours and submit timesheets at intervals aligning with project milestones. You may use whatever method of tracking your time and preparing your timesheets you wish. Timesheets must reflect a clear breakdown of tasks in 15 minute increments. The instructor will provide further direction and suggestions at the start of the term.

GRADING

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|-------------------------------------|-----------------------------|
| • Class participation: 15% | A: 90 - 100% Excellent Work |
| • Teamwork: 20% | B: 80 - 89% Good Work |
| • Professionalism: 10% | C: 70 - 79% Average Work |
| • Time tracking and management: 10% | D: 60 - 69% Poor Work |
| • Process: 15% | F: 0 - 59% Failing Work |
| • Final project: 30% | |

This course is graded on an A-F scale. Incompletes are rarely given and must be discussed with the instructor.

METHOD OF EVALUATION

Evaluation will be based upon completion of all assigned exercises and projects, participation, and group/self evaluations.

Please note that assignments, policies and schedule are subject to change upon Instructor's discretion.

COLLEGE POLICIES

LBCC EMAIL AND COURSE COMMUNICATIONS

You are responsible for all communications sent via Moodle, Canvas, and to your LBCC email account. You are required to use your LBCC provided email account for all email communications at the College.

DISABILITY AND ACCESS STATEMENT

LBCC is committed to inclusiveness and equal access to higher education. If you have approved accommodations through the Center for Accessibility Resources (CFAR) and would like to use your accommodations in this class, please talk to me as soon as possible to discuss your needs. If you believe you may need accommodations, but are not yet registered with CFAR, please go to <http://linnbenton.edu/cfar> for steps on how to apply for services or call 541-917-4789.

HONOR CODE

LBCC is dedicated to maintaining an optimal learning environment and insists upon academic honesty. To uphold the academic integrity of the institution, all members of the academic community, faculty, staff and students alike, must assume responsibility for providing an educational environment of the highest standards characterized by a spirit of academic honesty. You are required to do 100% of your own work from start to finish. This means that you may not use any part of the work done by another student or give your work to another student. If you are involved in any kind of cheating or plagiarism then you will be subject to discipline, up to and including automatically failing the assignment, failing the course or disciplinary action by the Dean of Students.

NONDISCRIMINATION POLICY

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws.