LAA 4450   **Design Implementation**
Fall 2019   **Kevin Thompson**

<div align="center">

SYLLABUS

</div>

Class meeting times: *M W F 1:55 PM – 4:55 PM*
Studio/Lecture: *316 ARC*
Credits: *5*
Instructor: *Kevin Thompson*
                                gday@ufl.edu
Office Hours: *MW 12:45 – 1:30 or by appointment*

Course Overview

This course reinforces the importance of design and design development as critical steps in the process of landscape construction and implementation with an emphasis on innovative approaches, materials and methods.

The class is a combination of lecture and studio formats and focuses on topics and concepts through readings, discussions, site visits and studio exercises at varying scales.

Course Objectives

- *explore traditional building materials and techniques employed in the crafting of outdoor spaces, gardens and landscapes*
- *explore the concepts of innovation and sustainability, the advancement of material technologies and the development of new and emerging materials and construction approaches in landscape projects*
- *explore the challenges of complex design outcomes and the various methods of communicating design intention*
- *gain hands-on experience in translating designed objects to built forms*

Prerequisite Knowledge and Skills

Students are required to have completed LAA3420 and 3421: Landscape Construction 1 & 2

Teaching Philosophy

The course will be a combination of lectures, field trips, and in-class and out-of-class studio work. The lecture portion of the course covers a range of topics focusing on innovation and sustainability in landscape construction. The studio portion of class will provide the student opportunities to apply the concepts presented in the lectures. As the learning process is largely based on feedback and criticism of work, the student's and group's self-motivation and preparedness for class are critical to the successful outcome of the course.

Instructional Methods

Course instruction will be a combination of lectures, readings, field visits, and individual and group instruction/desk critiques of student work. Methods by which students are evaluated and graded include a semester-long design project and active participation in all activities associate with the course.

Class Attendance and Participation
- **Active participation in class is critical**. <u>Attendance is mandatory</u> and students are expected to arrive on time. Unexcused absences are counted as a 5% cumulative penalty. Students must notify instructor of any and all intended absences in advance of the scheduled class meeting or activity.

  Please email the instructor if you think you may be absent for any of the following reasons:
  - o Illness
  - o Serious family emergency
  - o Special curricular requirements (e.g., judging trips, field trips, professional conferences)
  - o Military obligation
  - o Severe weather conditions
  - o Religious holidays
  - o Participation in official university activities such as music performances, athletic competition or debate.
  - o Court-imposed legal obligations (e.g., jury duty or subpoena)

- A doctor's note (e.g., doctor's verification of visit form or excuse note) must be provided for an illness to be considered excused. You must schedule a meeting with the instructor to discuss any other excused absence before it will be considered excused. The instructor will not be responsible for coordinating the meeting; it is the student's responsibility.
- If necessary, students shall be permitted a reasonable amount of time to make up material or activities covered in their absence; however, absences do not affect project deadline dates unless prior arrangements have been made.
- Studio work time and desk critiques are essential to the learning experience; therefore, attendance is expected for the entire class time. During the studio (desk instruction) portion of the course, it is expected that all students will be in attendance for the entire class and working on LAA4450 assignments. Attendance may be taken more than once during class (e.g., at the beginning and at the end of class). Arriving late to class, leaving during class for extended durations, leaving early from class, or working on assignments from other courses may be considered being absent. The same attendance policies stated above will apply.
- The instructor will not provide the student notifications regarding absences and tardiness. You may email the instructor should you have any questions regarding your attendance.
- Work must be done in the studio and computers must be brought to class; instruction will not be given outside the studio during class times (e.g., in the computer lab).
- Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.

Class Demeanor
- Please schedule an office meeting for any discussions regarding attendance, tardiness, and late assignments. Do not discuss these issues with the instructor while in the studio.
- Studios are public places. The studio doors are locked, however, it is also suggested that you store any valuables under lock or bring them home with you.
- *Cell phones <u>must be silenced</u> during class*.
- Working on your computer during lecture is not permitted unless directly related to the studio task at hand.

- Please respect other students' work. Due to tight quarters, it is especially important to keep spaces and common spaces clean. Be mindful and respectful of playing music and other audio impacts.
- Many classes will include "desk crits" at each student's desk. It is expected that your desk be orderly and <u>you have a scale and a roll of trace available</u> when the instructor arrives at your desk.

Submission of Student Work

All student work may be retained and used by the Department of Landscape Architecture. Digital copies of student work for this course must be turned in at the completion of each assignment. Please follow the directions given by the instructor as to how they will be submitted (e.g., Canvas, CD, PDF, word file, etc.). If an assignment is required to be scanned, it must be scanned; photographs of assignments are not acceptable. If a multipage PDF is requested, do NOT submit each page as a separate PDF. It must be submitted as one file. <u>Point deductions on the assignment may result from not following submittal directions or providing incorrect submittal or file formats.</u>

All files must adhere to the following file naming protocol:
    (Course#Name)(Project+Description)(Student-Lastname).(pdf)
        Example:
            4450DesignImGradPlanSmith.pdf
             4ch   8ch   8ch   6ch   (ch = letter characters)

- Use CAPS for Separation
- Save images in <u>PDF format</u> at a maximum 200 resolution
- *No spaces, hyphens, or underscoring*

Texts, Software and Other Resources

There may be required readings; however, there is no required textbook.

The following software is required:
- AutoCAD (current release)
- Sketch-up and/or Rhinoceros (both can be run through UF Apps)
- MS Office (Word, Excel and Powerpoint)
- Adobe Products (Photoshop, Illustrator, In-Design, and Acrobat Reader)

All students are required to have a laptop computer that meets the Department's computer requirement. If a Mac is being used, AutoCAD should be run in a Windows environment such as Boot Camp or Parallels.

Course Materials on Canvas

The digital course materials provided on a cloud-based share folder (e.g., lectures, assignments, presentations, et cetera) are provided for personal study and are not intended for distribution by electronic or other means. Further distribution or posting on other websites is not permitted.

Communication

Students may contact the instructor via email or in-person. Email is the primary communication method to contact the instructor outside of class time and office hours. Please use the email address listed above. All communications must be directed through your ufl.edu account. Do not send emails from other accounts such as gmail.

Student Accommodations

Support services for students with disabilities are coordinated by the Disability Resource Center in the Dean of Students Office (352-392-8565, www.dso.ufl.edu/drc/). To obtain individual support services, each student must meet with a support coordinator in the Disability Resources Program who will work with the individual student and the instructor to determine appropriate support strategies. There is no requirement for a student to self-identify his/her disability; however, students with disabilities requesting accommodations should first register with the Dean of Students Office. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Appropriate documentation regarding the student's disability is necessary to obtain any reasonable accommodation or support service. Students with disabilities should follow this procedure as early as possible in the semester. Accommodations will be provided once the accommodation letter is presented to the instructor; accommodations are not retroactive.

Academic Honesty

The University requires all members of its community to be honest in all endeavors. When students enroll at UF they commit themselves to honesty and integrity. The faculty of Landscape Architecture fully expects you to adhere to the academic honesty guidelines you signed when you were admitted to UF. In completing the registration form at the University of Florida, every student has signed the following statement:

> *"I understand the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University."*

Furthermore, on work submitted for credit by all UF students, the following pledge is either required or implied:

> *"On my honor, I have neither given nor received unauthorized aid in doing this assignment."*

It is to be assumed that all work will be completed independently unless the assignment is defined as a group project by the instructor. This does not mean that students cannot help one another in learning material, but all work that is turned in must be independent work of that individual.

Misrepresentation or plagiarism, such as claiming another's work to be one's own, refers to graphic, images, and design work as well as written work. Submitting work from one course to fulfill the requirements of another (unless expressly allowed by the instructor) is also misrepresentation.

The University Honor Code and the Department of Landscape Architecture Academic Honesty Policy are to be followed to the letter. Any students found to have cheated, plagiarized, or otherwise violated the Honor Code in any assignment will be punished according to the severity of the act and may be referred to the Honor Court. It is each student's responsibility to report any infraction, and it is expected that each faculty will report all infractions as well.

For more information, see http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/ and the Department of Landscape Architecture Academic Honesty Policy.

Netiquette: Communication Courtesy
All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. For a description of what is expected and what will occur as a result of improper behavior see the University's Netiquette Guide for Online Courses.

Religious Holidays
The university calendar does not include observance of any religious holidays. The Florida Board of Governors and state law govern university policy regarding observance of religious holidays. Students shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith with prior notification to the instructor. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances.

University's Syllabus Policy
The University's complete Syllabus Policy can be found at:
http://syllabus.ufl.edu/media/aaufledu/policies/Syllabus-Policy.pdf

GETTING HELP
For issues with technical difficulties for E-learning in Canvas, please contact the UF Help Desk at:
- Learning-support@ufl.edu
- (352) 392-HELP - select option 2
- https://lss.at.ufl.edu/help.shtml

Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Counseling Resources
Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

GRADING POLICIES
Course grades will be based on problem solving skills as they relate to the accomplishment of the objectives. Grading will adhere to the University of Florida Grade Policy:

Letter Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E
Numeric Grade	100 -93	92- 90	89- 87	86- 83	82- 80	79- 77	76- 73	72- 70	69- 67	66- 63	62- 60	59- 0
Quality Points	4.0	3.67	3.33	3.0	2.67	2.33	2.0	1.67	1.33	1.0	0.67	0.0

For greater detail, see the Registrar's Grade Policy regulations at
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx.

As per department policy, Landscape Architecture Majors must receive a C or better to move forward. Any grade lower than a **C** will require that the course be taken over again.

Unless specifically stated otherwise, all assignments (including presentations) given as part of this class will be graded, assigned a point value, and included in the determination of the student's final grade. Course grades will be based on the following approximate points and weighting (subject to change):

Description	Percentage of Total Grade
Assignment 1: Case Studies	10%
Assignment 2: Materials Exploration 1	15%
Assignment 3: Materials Exploration 2	15%
Assignment 4: Site Concept Design	15%
Assignment 5: Design Development/Detailed Design	25%
Assignment 6: Final Presentation	20%
Total Points	**100%**

Assignments are expected to be submitted by the specified due date. If no prior arrangement is made with the instructor for a late submittal, the maximum points that the student can earn for the assignment will be reduced by 5% for every day it is late. A due date and time will be provided for every assignment and an assignment is considered a day late if it is submitted after the specified date and time.

The deadline is a hard deadline; no exceptions will be made for scanning, computer related issues, uploading, etc.

Assignment submissions may be updated and re-uploaded to the sharefolder site as needed prior to a submittal deadline. Once the deadline has passed for an assignment and a submission has been made, additional submittals are not guaranteed to be accepted. If the updated, late submittal is accepted, the entire submittal will be considered late and points will be deducted based on the date of the late submission. In addition, it is the student's responsibility to ensure that a submission is complete; missing items will not be given credit.

Course Evaluation
Students in this class are participating in the pilot evaluation of the new course evaluation system called GatorEvals. The new evaluation system is designed to be more informative to instructors so that teaching effectiveness is enhanced and to be more seamlessly linked to UF's CANVAS learning management system. Students can complete their evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/ . Please note your other classes this semester may be evaluated in the current GatorRater online evaluation system at https://evaluations.ufl.edu . Thank you for serving as a partner in this important effort.