



SYLLABUS

INSTRUCTOR

Genesis Okken | gokken@dcp.ufl.edu | Zoom Personal Meeting Room: 716 983 8934
Office 346 ARCH Office Hours: T*/R 11 am (or by appointment) [*Sep 6, 13, & 20 @10 am]

COURSE INTENTIONS

Interior Design Construction Documents is part of the Department of Interior Design's applied technology series. The course builds upon the content of IND 2422 Interior Finishes and Materials and IND 3468 Interior Environmental Technologies.

In this course you will investigate and practice synthesizing three-dimensional design intentions with building technologies and different forms of construction. You will also be introduced to the practice of communicating design decisions and intended construction quality to other building professionals through working drawings. Finally, you will be introduced to Building Information Modeling (BIM) systems for documentation. Class exercises and projects will accumulate to form a partial set of construction documents.

EDUCATIONAL OBJECTIVES

- Demonstrate understanding of the concepts, principles, and theories of sustainability as they pertain to building methods, materials, systems, and occupants (Council Standard 2a).
- Apply a variety of communication techniques and technologies appropriate to a range of purposes and audiences (Council Standard 6a).
- Produce competent presentation drawings across a range of appropriate media (Council Standard 6d).
- Produce competent contract documents including coordinated drawings, schedules, and specifications appropriate to project size and scope and sufficiently extensive to show how design solutions and interior construction are related (Council Standard 6e).
- Present exposure to the role and value of public and community service (Council Standard 7j).
- Effectively apply the elements, principles, and theories of design to two and three-dimensional design solutions (Council Standards 9a, b).
- Select and specify furniture, fixtures, and equipment and finish materials in interior spaces (Council Standard 11).
- Demonstrate awareness of typical fabrication and installation methods, and maintenance requirements (Council Standard 11b).
- Demonstrate knowledge of interior construction and building systems (Council Standard 13).
- Demonstrate understanding of structural systems and methods (Council Standard 13a).
- Demonstrate non-structural systems including ceilings, flooring, and interior walls (Council Standard 13b).
- Demonstrate the ability to read and interpret drawings and documents (Council Standard 13g).
- Understanding of laws, codes, standards, and guidelines that impact fire and

life safety including compartmentalization and movement (Council Standards 14c, d).

- Select and apply appropriate federal, state/provincial, and local codes; standards; and accessibility guidelines (Council Standards 14g, h, i).

COURSE ORGANIZATION

Time: M/W 1:55 – 3:50 pm **Location:** ARCH 0213 (Lecture); ARCH 0310+0312 (Lab)

Material & Supply Fees: \$2.50

Required Subscription

We will be using **Top Hat Pro** (www.tophat.com) for class participation. You will be able to review assignments and submit answers to questions in class using Apple or Android smartphones and tablets, laptops, or through text message. For instructions on how to create a Top Hat account and enroll in our Top Hat Pro course, please refer to the invitation sent to your school email address or consult Top Hat's Getting Started Guide (<https://bit.ly/31TGMIw>).

If you already have a Top Hat account, go to <https://app.tophat.com/e/034485> to be taken directly to our course. If you are new to Top Hat, follow the link in the email invitation you received or...

- Go to <https://app.tophat.com/register/student>
- Click "Search by school" and input: **University of Florida**
- Search for our course with the following join code: **034485**

If a paid subscription is required, it will be listed at checkout when you enroll in our Top Hat Pro course. If you have already purchased Top Hat for a separate course, you will not be prompted to pay again.

Should you require assistance with Top Hat at any time please contact their Support Team directly by way of email (support@tophat.com), the in-app support button, or by calling 1-888-663-5491. Specific user information may be required by their technical support team when troubleshooting issues.

Required Texts

- Ballast, D. (2013). *Interior Construction and Detailing for Designers and Architects, 6th edition*. Professional Publications, Incorporated. ISBN: 978-1591264200.

Recommended Texts

- Allen, E. and Thallon, R. (2017). *Fundamentals of Residential Construction*. (4th Ed.). Hoboken: John Wiley & Sons. ISBN: 978-1-118-97799-6.
- Ching, F. and Adams, C. (2008). *Building Construction Illustrated*. (4th Ed.). New York: John Wiley & Sons. ISBN: 978-0-470-08781-7.

Format

Lectures will occur on Mondays and will consist of material presented by the instructor as well as class discussions based on readings. Reading Assignments will be drawn primarily from the course texts. Assignments are noted on particular dates and should be completed by those dates. Reading will help familiarize you with the lecture material beforehand and will enhance class discussions.

Labs will take place on Mondays Period 8 and Wednesdays during Periods 7 and 8 in studio spaces. Lab Exercises will provide you with the opportunity to apply material learned during lectures and will be structured around a design project given to you at the beginning of the

semester. The exercises are sequential and build upon one another to provide you with a partial set of construction documents by semesters end.

Site Visits/ Community Service

Site Visits/ Community Service will provide a connection to course material with important work in the surrounding community. All students will be required to attend these visits, making arrangements to travel if necessary.

Exams

Exams will cover lecture material, reading assignments, and information gleaned from the lab exercises. These exams are intended to assess your understanding of the course content and challenge application of material.

Final Project

Final project will be comprehensive in nature. This project is intended to build upon established knowledge base, small projects and assignments, and course material.

COURSE POLICIES

Attendance

Attendance in lectures and labs is mandatory. You must be present and working for the entire class to be marked present. Attendance is essential to the learning process. It is expected that students will be both present and on time for each class session, and that the instructor will be notified in advance of any necessary absence in person, by phone or by email. Two unexcused absences will be tolerated without penalty. Each additional unexcused absence will result in the reduction of your course grade by one letter grade. If you have more than six unexcused absences you will automatically fail the course.

Project Due Dates

Projects and assignments are to be turned in as specified. No projects will be accepted late except by special permission of the instructor. The exams must be taken at the scheduled times. You must notify the instructor before the exam is scheduled if there are extenuating circumstances. Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

Classroom Climate

Equitable participation in this class requires the use of inclusive language, methods, and materials. Students are expected to use inclusive language in written and oral work, and to respect diversity in viewpoints expressed by others. Students are also encouraged to identify language, methods, and materials used in this course that do not contribute to an inclusive classroom climate.

Special Accommodations

Students requesting classroom accommodation must first register with the Disability Resource Center at University of Florida Dean of Students Office, see <http://www.dso.ufl.edu/drc/getstarted.php>. The Dean of Students Office will review the case and, if appropriate, provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation.

Counseling and Wellness Center

Contact information for the Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx>, 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies

Academic Integrity

All students at the University of Florida are expected to adhere fully to University of Florida Student Honor Code, view at: <http://www.dso.ufl.edu/sccr/honorcodes/honorcode.php>. The Honor Code outlines the expectations for student conduct in regard to academic honesty. All students should review this policy to understand the range and scope of the standards and the seriousness of any infractions of the code. The policy places full responsibility on students to know and adhere to these standards for academic integrity. All examinations, quizzes, design projects, and assignments in the Department of Interior Design are subject to this policy. Maintaining strict academic integrity is a priority of the Department of Interior Design and all instructors will fully enforce the UF Honor Code in their studios and classes. A strict adherence to the Honor Code is expected by the University of Florida and reflects the ethical standards of the interior design profession.

Getting Help:

For issues with technical difficulties for Canvas, please contact the UF Help Desk at:

- <http://helpdesk.ufl.edu>
- (352) 392-HELP (4357)
- Walk-in: HUB 132 (Check website for open hours)

Other resources are available at <http://www.distance.ufl.edu/getting-help> for:

- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Should you have any complaints with your experience in this course please visit <http://www.distance.ufl.edu/student-complaints> to submit a complaint.

Grading Scale

A	93-100	4.0
A-	90-92.9	3.67
B+	87-89.9	3.33
B	83-86.9	3.0
B-	80-82.9	2.67
C+	77-79.9	2.33
C	73-76.9	2.0
C-	70-72.9	1.67
D+	67-69.9	1.33
D	63-66.9	1.0
D-	60-62.9	.67
E	0-59	0.0

Information in regard to UF's grading policy can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Criteria for Grades

Exams	40%
Lab Exercises	40%
Final Project	15%
Participation	5%

Course Evaluations

Students are expected to provide feedback on the quality of instruction in this course by completing [online evaluations](#). Evaluations are typically open during the last two or three weeks of

the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students on the [Gator Evals page](#).

Schedule*

WK	Dates		Topics / Activities	Due
1	M	08/22	No Class	
	W	08/24	Lecture: Course Overview Lab: Project 1: Getting Started Assign: Read Ch 18 Barrier-Free Design; Review Building Code provided	
2	M	08/29	Lecture: Building Codes, Regulations, & Contract Docs Lab: Project 1; Exercise- Title block, adding new sheets, sheet index	Due: Ch 18 Barrier-Free Design Before next class - Have doors added (reference Ch 18); Read Ch 19 Building Codes & Regulations
	W	08/31	Lab: Project 1; Exercise- Add room tags, dimensions, introduction to placing and tagging furniture	Due: Ch. 19 Building Codes and Regulations, On Canvas Before next class – Collect desired furniture family files; Read Ch 17 Structural Coordination
3	M	09/05	<i>No Class – Labor Day</i>	
	W	09/07	Lecture: Foundation Systems and Structural Coordination Lab: Project 1: Exercise - Furniture Plan, Schedule	Due: Ch 17 Structural Coordination Before next class - Read Ch 1 Partitions
4	M	09/12	Lecture: Wall Framing & Partitions Lab: Project 1 – Wrap up; Introduce Project 2 - Review the basics of ADA Restrooms Assign: Project 2 – ADA Restrooms	Due: Ch 1 Partitions
	W	09/14	Floor & Décor Demonstration TBD	Due: Project 1 by 11:59pm Before next class – Read Ch 10 Wall finishes and have ADA layout ready for code check
5	M	09/19	Lecture: Interior Wall Finishes Lab: Project 2; Exercise - Code check, tagging, schedule	Due: Ch 10 Wall Finishes
	W	09/21	Lab: Project 2; Exercise – Refining elevations	Before next class – Read Ch 8 Floor Construction
6	M	09/26	Lecture: Floor Construction	Due: Ch 8 Floor Construction

			Lab: Project 2 Wrap up; Set up Project 3 Assign: Project 3 – Finishes	
	W	09/28	Lab: Project 3; Exercise – Finish legend, schedule	Due: Project 2 – ADA Restrooms at the start of class Before next class – Read Ch 9 Floor Finishes
7	M	10/03	Lecture: Floor Finishes Lab: Project 3; Exercises – Key elevations	Due: Ch 9 Floor Finishes
	W	10/05	Exam Review Lab: Project 3; Details	DUE Friday, Project 3: Finishes (by 11:59 pm)
8	M	10/10	EXAM #1	Before next class – Read Ch 6 Architectural Woodwork
	W	10/12	Lecture: Cabinetry & Architectural Millwork Lab: Project 3 Wrap up Assign: Project 4 – Cabinetry	Due: Project 3 by 11:59 pm Ch 6 Architectural Woodwork
9	M	10/17	< No Lecture - Okken traveling for CIDA Site Visit> <i>Construction Site Visit TBD</i>	
	W	10/19	Lab: Project 4; Exercise – Enlarged plans, elevations	Before next class – Read Ch 3 & 4; Hand sketch typ. casework section with notes
10	M	10/24	Lecture: Doors & Hardware Lab: Project 4; Exercise - Section	Due: Ch 3 Doors & Ch 4 Hardware
	W	10/26	Lab: Project 4; Exercise – Refining notes & Dimensions	Before next class – Read Ch 2 Ceilings
11	M	10/31	Lecture: Ceilings Assign: Project 5 – RCP & Coordination Lab: Project 5; Exercise – RCP & legend	Due: Ch 2 Ceilings; Project 4 - Cabinetry by 11:59 pm
	W	11/02	Lab: Project 5; Exercise – Power & Communications Plans	Before next class – Read Ch 5 Glazing
12	M	11/07	Lecture: Glazing Lab: Project 5; Exercise – Details	Due: Ch 5 Glazing
	W	11/09	Lab: Wrap up Project 5 Assign: Final Project	Due: Project 5 – RCP & Coordination by 11:59 pm

				Before next class – Read Ch 20 Means of Egress
13	M	11/14	Lecture: Means of Egress Lab: Code & Stair Exercises	Due: Ch. 20 Means of Egress Before next class – Print your floor plan for life safety exercise
	W	11/16	Lab: Life Safety Exercise; Submit in Canvas by end of class	
14	M	11/21	Guest Lecture – NCIDQ TBD	Before next class – Read Ch 21 Sustainable Design
	W	11/23	<i>No Class - Thanksgiving Holiday</i>	
15	M	11/28	Lecture: Sustainability Lab: Final Project	Due: Ch 21 Sustainable Design
	W	11/30	Habitat Humanity Community Service	
16	M	12/05	Lab: Final Project	
	W	12/07	Lab: Final Project	Due: Final Project (by 2 pm)

FINAL EXAM: December 14TH, 10 AM – 12 PM

***Notes:** This schedule is a general outline of the course. The instructors reserve the right to alter the course in response to academic conditions and opportunities.