SYLLABUS

Class meeting times:	MWF 7th – 9th Periods (1:55 pm – 4:55 pm)
Studio:	ARCH 318
Credits:	5
CANVAS e-learning Website:	https://elearning.ufl.edu/

Pre-requisite:	LAA 1330 – Site Analysis
Co-requisite:	LAA 2376c – Design Communications 1

Instructors: *Dan Manley*
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                         Office Hours: W 9:35 AM – 11:35 AM or by appointment

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                         Office Hours: T 11:00 AM – 12:00 PM or by appointment

Teaching Assistant: *Bryce Donner*
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Course Overview
Welcome to the first landscape architecture design studio! This course introduces you to fundamental principles of design and begins to explore the specific design aspects of landscape architecture. Site design problems provide a framework for students to develop their landscape architectural analytical skills, communication techniques, and general understanding of landscape design.

Course Objectives
The objective of this studio is to gain an understanding of the design process and to demonstrate clear design decision-making as it relates to the application of landscape architectural spatial vocabulary and design methodologies using the elements and principles of design.

Students Learning Outcomes
Content Knowledge:
•   Demonstrate a clear understanding of the landscape architecture design process
Critical Thinking:
•   Demonstrate an understanding of concept development through various stages of the design
     process applying the elements and principles of design
•   Demonstrate an understanding of appropriate relationships between program and site
•   Demonstrate the ability to think and diagram conceptually
•   Demonstrate an understanding of spatial formation using landform, vegetation and structures
Communication:
•   Demonstrate graphic, verbal and written communication skills

Instructional Methods

This studio is based on a combination of faculty presentations of new topics, seminar-like discussions, individual critiques and student final presentations. Student work is frequently pinned up and the focus of group discussions. In this studio, special emphasis is placed on conceptual clarity and compositional strength. Students present final projects to a jury of outside faculty and/or practitioners.

COURSE POLICIES

Class Attendance and Participation

- The studio meets three times a week on Monday, Wednesday, and Friday from periods 7-9 (1:55-4:55 pm). **Participation in class is critical**. Attendance is mandatory, and students are expected to arrive on time. Acceptable reasons for excused absences are as follows:
    - 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)
- If necessary, students shall be permitted a reasonable amount of time to make up material or activities covered in their excused absence.
- Studio work time and desk critiques are essential to the learning experience; therefore, attendance is expected for the entire class time. During the studio (critique) portion of the course, it is expected that all students will be in attendance for the entire class and working on LAA2360 assignments. Arriving late to class, leaving during class for extended durations, or leaving early from class may be considered being absent from class.
- The instructors will not provide the student notifications regarding absences and tardiness. You may email the instructors should you have any questions regarding your attendance.
- 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/UGRD/academic-regulations/attendance-policies/
- Please schedule an office meeting for any discussions regarding attendance, tardiness, and late assignments. Do not discuss these issues with the instructors during studio time.
- The SACS standard is 3 hours of course work for every credit hour. Therefore, for a 5 credit studio, the expectation should be approximately **15 total hours of coursework per week**, nine hours a week during studio time and six hours a week outside of studio time.

Communication

Students may contact the instructor via phone or email. Email is the primary communication method to contact the instructor outside of class time and office hours. Please use the email addresses listed above. Also, please only communicate with your instructor using your ufl.edu account or through the Canvas message system. Do not send emails from other accounts such as gmail.

Class Demeanor
- 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.
- Please respect other students work. Due to tight quarters, it is especially important to keep spaces and common spaces clean. Also be mindful and respectful of playing music and other audio.
- Many classes will include "critiques" at each student's desk. It is expected that your desk be orderly and you have a scale, a roll of trace, and your sketchbook available when the instructor arrives at your desk.
- This is a studio-based course which means verbal participation is also required. Students must participate in class discussions, reading discussions, and critical review discussions.

Mandatory Field Trip
There is a mandatory departmental field trip associated with this course. Students enrolled in the BLA program will be required to attend the multi-day (Wed-Fri) in-state (Florida) field trip.   Students enrolled in the MLA program will be required to attend the multi-day (Sun-Fri), interstate field trip to Seattle, Washington. Both trips will occur on the same week of the semester. The associated costs of the trip are in addition to the course tuition and fees. The week that the trips will occur is listed in the course schedule; additional details will follow.

Journal/Sketchbook
You are expected to keep a weekly journal/sketchbook. As you begin your design career it is important to begin documenting ideas and thoughts. Many artists and designers in all disciplines keep their personal journals replete with thoughts and ideas. A sketchbook is a great way to keep track of creative ideas and refining your thought processes. It also serves as a great resource for when you are short on ideas. Don't feel constrained by what others think should be in your sketchbook. Make your sketches and writings about whatever you find interesting, be it an unusual object, an interesting face, a beautiful landscape, your design ideas, things happening in other classes, reflections on the week, etc. Moleskin Softcover Notebooks with a grid lining (http://www.moleskineus.com/moleskine-softcover-notebook.html) are very good sketchbooks. You can get them at most Barnes and Nobles, the Student Center, or online. Other sketchbooks are great also - pick one that will be easy for you to use and to carry around!

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. No grades will be computed into the final course grade until digital submissions have been turned in as requested. Please follow the directions given by the instructor as to how they will be submitted (Canvas, PDF, word file, etc.). In cases of clay, built, and/or other 3-D models, digital JPG photographs should be submitted.

All files must be named as follows:
    (Course#Name)(Project+Description)(Student-Lastname).(jpg)
        Example:
            2360PrincLADiagPlnGurucharrir.jpg
                4ch 8ch   8ch   6ch   (ch = letter characters)
- Use CAPS for Separation
- Save images in JPG format at a maximum 200 resolution
- *No spaces, hyphens, or underscoring*

Course Materials and Class Recordings on Canvas

The digital course materials provided on Canvas (e.g., lectures, assignments, quizzes, 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.

Our class sessions may be audio visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. For any Zoom sessions, students who participate with their camera engaged, are within the frame of the in-studio camera, or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off, stay outside of the frame of the in-studio camera, and do not use a profile image. Likewise, students who un-mute during class and/or participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

Please note that not all class sessions will be recorded and copies of presentation slides will not necessarily be provided. Students should expect to attend class as required and take their own notes in class.

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

Texts, Software and Other Resources

This course will utilize the UF's e-learning CANVAS site. Relevant course material will be posted to this site. It is expected that you will login into and check-in on the site periodically and to retrieve course resources and required readings. This course will have required readings and it is expected that all

assigned readings will be completed and students will be prepared to discuss the readings at the beginning of the class. Other recommending readings may be posted over the course of the semesters, and it is encouraged that students complete these readings as well.

There is no required book for this course, however, the following books are recommended for this class and most will be available at the Architecture and Fine Arts (AFA) Library on course reserve. It is also encouraged that students bring in their own resources to share with the instructor and class.

Design Resources
1. Booth, Norman - Basic Elements of Landscape Architectural Design
2. Ching, Frank – Architecture: Form, Space, & Order
3. Deasy, C. – Designing Places for People
4. Dines, Nicholas & Charles Harris – Time-Saver Standards for Landscape Architecture
5. Eckbo, Garrett – Landscape for Living
6. Elam, Kimberly – Geometry of Design: Studies in Proportion and Composition
7. Kasprisin, Ron – Urban Design: the Composition of Complexity
8. Lydall, Sutherland – Designing the New Landscape
9. Marcus, Clare Cooper & Carolyn Francis – People Places
10. McHarg, Ian – Design with Nature
11. Motloch, John - Introduction to Landscape Architecture
12. Olin, Laurie – Transformation the Common Place
13. Reid, Grant – From Concept to Form in Landscape Design
14. Simonds, J.O. – Landscape Architecture
15. Waldheim, Charles – The Landscape Urbanism Reader

Drawing Resources
1. Burden, Ernest – Entourage: A Tracing File for Architecture & Interior Design Drawing
2. Ching, Frank – Architectural Graphics
3. Doyle, Michael E. – Color Drawing
4. Evans, Larry – The New Complete Illustration Guide
5. Lin, Mike – Drawing and Designing with Confidence
6. Turner, James R. – Drawing with Confidence
7. Reid, Grant – Landscape Graphics – Plan, Section, & Perspective Drawing of Landscape Spaces
8. Sullivan, Chip – Drawing the Landscape
9. Walker, Theodore – Plan Graphics
10. Walker, Theodore - Perspectives
11. Wang, Thomas C. – Pencil Sketching

Recommended Drafting Equipment
Art stores should carry all of these items. These items can also be purchased on-line.

Drafting Equipment:
- Sketchbook 6"x8" or 5.5"x8.5" (at least 50 sheets)
- 12" roll of white trace paper (2 rolls)
- 18" roll of white trace paper (2 rolls)
- Drafting dots or masking tape
- Scales – architectural and engineer
- Large circle template – Pickett #1204 or Barol TD445

- Radius Master - #1202
- Pentel Sign pen: #5, black
- Pilot Fineliner pen: #5, black, size .5
- Micron pens with at least 3 different tips (fine to medium width)
- Push pins and T-pins
- Pink pearl eraser, gum eraser, kneaded eraser
- A 30" x 42" drafting board with handle, legs, and vinyl cover
- Parallel bar (recommended) or T-Square
- Triangles (10" inking): 45º and 60º/30º
- Leadholder
- Leads (two tubes): F & H
- Leadpointer

Model Building:
- Metal straight edge (cork back)
- X-Acto knife and refill blades
- Modeling Clay (specifics will be provided)

Optional:
- Swing lamp (lighting in the studio is suspect - you may decide you need additional lighting)
- Electric eraser (optional but highly recommended)
- Cutting mat (12" x 18" or 18" x 24") – you must use a cutting mat for models; however, a large cutting mat is provided in the studio.
- Drafting brush
- Erasing shield

Colored Pencils:
Colored pencils (see following list - its best to buy a big set instead of individuals - we won't really use markers, but some students choose to buy them as well)

Prisma Color Pencils:

True green	Apple green	French grey 20%	White
Dark green	Sand	French grey 50%	Magenta
Grass green	Warm grey 20%	Light peach	Indigo blue
Peacock green	Warm grey 50%	Terra cotta	True blue
Olive green	Cool grey 20%	Sienna brown	Violet blue
Celadon green	Cool grey 50%	Orange	Blush pink
Metallic green	Yellow ochre	Metallic tile blue	

It is a good idea to include any other *Prisma* color green pencil you run across.

Materials and Supplies Fees
There are additional fess for this course. See UF Schedule of Courses for course fees.

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

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. Click here to read the Conduct Code. If you have any questions or concerns, please consult with the instructor or TAs in this class.

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.

Health and Wellness

- *U Matter, We Care*: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit U Matter, We Care website to refer or report a concern and a team member will reach out to the student in distress.
- *Counseling and Wellness Center*: Visit the Counseling and Wellness Center website or call 352-392-1575 for information on crisis services as well as non-crisis services.
- *Student Health Care Center*: Call 352-392-1161 for 24/7 information to help you find the care you need, or visit the Student Health Care Center website.
- *University Police Department*: Visit UF Police Department website or call 352-392-1111 (or 9-1-1 for emergencies).
- *UF Health Shands Emergency Room / Trauma Center:* For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; Visit the UF Health Emergency Room and Trauma Center website.
- *GatorWell Health Promotion Services*: For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the GatorWell website or call 352-273-4450.

Academic Resources

- *E-learning technical support*: Contact the UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- *Career Connections Center*: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- *Library Support*: Various ways to receive assistance with respect to using the libraries or finding resources.
- *Teaching Center*: Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.
- *Writing Studio:* 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- *Student Complaints On-Campus*: Visit the Student Honor Code and Student Conduct Code webpage for more information.
- *On-Line Students Complaints*: View the Distance Learning Student Complaint Process.

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.

Students will be evaluated based on projects and assignments the below. Course grades will be based on the following projects/assignments and approximate weighting (subject to change):

Evaluation Projects	Weight
Project #1	20%
Project #2	25%
Project #3	50%
Field Trip Assignment	5%

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 project will be reduced by 4% for every day it is late. Projects are out of 100 points. Therefore, if a 100-point project is five days late, the maximum points that the student can receive for the project is 90 points (i.e., 90% of the total grade). If the student receives the equivalent grade of an 85% on the project, the student would receive 76.5 points (85% of 90 points). Projects that are five days late or more will be graded out of 80% of the total points of the assignment. A grade of zero will be given until the project has been turned in.

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, et cetera. Assignments are considered an additional day late every 24 hours from the due date and time.

Evaluation of Faculty
Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/.

WEEK 1 (Understanding Space and Spatial Translation to 2D Drawing)
- Wednesday   Introduction and class organization
- Friday   *Project #1*

WEEK 2 (Understanding Space and Spatial Translation to 2D Drawing)
- Monday   *Project #1*
- Wednesday   *Project #1*
- Friday   *Project #1*

WEEK 3 (Understanding Space and Spatial Translation to 2D Drawing)
- Monday   *Labor Day - HOLIDAY*
- Wednesday   *Project #1*
- Friday   *Project #1*

WEEK 4 (Design Principles and Diagramming)
- Monday   ***Project #1 DUE**, Project #2 Assigned*
- Wednesday   *Project #2*
- Friday   *Project #2*

WEEK 5 (Design Principles and Diagramming)
- Monday   *Project #2*
- Wednesday   *Project #2*
- Friday   *Project #2*

WEEK 6 (Design Principles and Diagramming)
- Monday   *Project #2*
- Wednesday   *Project #2*
- Friday   *Project #2*

WEEK 7 (Design Principles and Diagramming)
- Monday   *Project #2*
- Wednesday   *Project #2*
- Friday   *Homecoming - HOLIDAY*

WEEK 8 (Application of Design)
- Monday   ***Project #2 DUE***
- Wednesday   *Project #3*
- Friday   *Project #3*

WEEK 9 (Application of Design)
- Monday   *Project #3*
- Wednesday   *Project #3*
- Friday   *Project #3*

WEEK 10   **F I E L D   T R I P   W E E K**

WEEK 11 (Application of Design)
- Monday   ***Field Trip Assignment DUE***, *Project #3*
- Wednesday   *Project #3*
- Friday   *Project #3*

WEEK 12 (Application of Design)
- Monday   *Project #3*
- Wednesday   *Project #3*
- Friday   *Veterans' Day - HOLIDAY*

WEEK 13 (Application of Design)
- Monday   *Project #3*
- Wednesday   *Project #3*
- Friday   *Project #3*

WEEK 14 (Application of Design)
- Monday   *Project #3*
- Wednesday   *Thanksgiving Break - HOLIDAY*
- Friday   *Thanksgiving Break – HOLIDAY*

WEEK 15 (Application of Design)
- Monday   *Project #3*
- Wednesday   *Project #3*
- Friday   *Project #3*

WEEK 16 (Application of Design)
- Monday   *Project #3*
- Wednesday   ***Project #3 DUE***

* The instructors reserve the right to adjust the semester schedule as needed