

# Syllabus

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## INSTRUCTORS

**Genesis Okken**      [gokken@dcp.ufl.edu](mailto:gokken@dcp.ufl.edu)

Direct: (352) 294-7749

Office: Arch 346/Zoom 716 983 8934

Office Hours: In-person TWR after classes (or  
by appointment)

## COURSE INTENTIONS

This course equips students with valuable real-world experience which will enrich their learning experience in interior design and help position students on a successful career path, whether the intent is to practice, teach, research, or become engaged in industry.

## EDUCATIONAL OBJECTIVES

- Understand globalization and the implications of conducting the practice of design within a world market
- Provide exposure to contemporary issues affecting interior design; a variety of business, organizational, and familial structures; and opportunities for developing knowledge of other cultures
- Awareness of team work structures and dynamics; the nature and value of integrated design practices
- Apply a variety of communication techniques and technologies appropriate to a range of purposes and audiences
- Express ideas clearly in oral and written communication
- Understand the contributions of interior design to contemporary society
- Provide exposure to public and community service

## COURSE ORGANIZATION

### Experience Options

#### *Professional Internship Experience*

- Completed under the supervision of a licensed architect or certified interior designer (preferred; If not, receive approval from supervising instructor)
- Student must receive compensation
- **240 hours** documented (minimum)
- Student must complete reflection assignments #1, #2, poster, employer evaluation form

#### *International/Domestic Programs*

- Experience must be approved by Department before enrollment.
- Student must complete reflection assignments #1, #2, and poster

#### *Service Learning Experience*

- Experience must be through one of the following:
  - A professional organization related to interior design.

- An organized non-profit or government public agency that impacts the built environment. Keep in mind these organizations do not typically operate M-F 8-5 therefore you will need to plan to make sure you get all of your volunteering time completed prior to the end of Summer C or August 6, 2021.
- Probono design work completed under the supervision of a licensed architect or certified interior designer for a nonprofit organization that would otherwise be able to afford design services. Students are encouraged to design keeping pragmatics in mind and reach out to vendors that may offer free or deeply discounted product for this nonprofit.
- **96 hours** documented (minimum). This documentation should be in the form of a sign-off sheet that shows the days, hours, and tasks, as well as has supervisor sign off
- Students must complete reflection assignments #1, #2, poster, and (5) journal exercises that fully document site visits or tasks completed

### Virtua/In-person Shadowing Experience

- Experience must be:
  - Completed through the ASID Virtual Internship Program
  - Under a licensed architect or certified interior designer for a minimum of 96 documented hours. All of the shadowing does not have to be completed under the same professional. You can shadow different individuals at different firms. The shadowing can be completed in-person following CDC safety protocols or virtually through a Zoom session with screen share when appropriate.
- Students must submit documentation to show that they fulfilled one of the two options and complete reflection assignments #1, #2, poster, as well as (5) journal exercises that fully document shadowing experiences, site visits, or tasks completed

### Assignments

Assignments throughout the course will help students understand the connection between the design experience and their education in interior design. Assignments will ask students to reflect on their field experience. No projects will be accepted late except by special permission of the instructor. 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>.

**All work will be turned in via uploading requirements to Canvas.**

### Schedule

Reflection Assignment #1 (all)	June 03
Reflection Assignment #2 (all)	July 15
Poster (all)	July 29
Evaluation Forms (internship: employer)	August 7
(5) journal exercises (service learning/virtual shadowing)	July 29
Experience Documentation (service learning/virtual shadowing)	August 7

## Criteria for Grades

Experience Documentation/Evaluation Forms	20%
Reflection Assignments	40%
Poster	40%
	100%

## Grading Scale

S	80+	Satisfactory
U	<80	Unsatisfactory

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

## COURSE POLICIES

### Incomplete Grades

An incomplete grade is described in the Undergraduate Catalog. It is the instructors' discretion as to what extenuating circumstances warrant adequate excuse for not completing required course work.

### 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.

### 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.

## **Course Evaluations**

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/>.