LAA 4940

Landscape Architecture Internship

UF Department of Landscape Architecture

Fall 2024

SYLLABUS

I. General Information

CLASS MEETINGS: not applicable
LOCATION: CANVAS
CREDITS: 3 Credits

INSTRUCTOR: Aishwarya Shankar
                                    Office Hours: Please email me to schedule an online appointment
                                    shankaraishwarya@ufl.edu

COURSE DESCRIPTION

This course is intended for students to understand the professional practice of landscape architecture through an internship. This experiential learning experience in a private or public sector office under the direction of a registered landscape architect is required for graduation.

Internship experiences may include design, construction document production, project presentations, landscape construction observation and other related professional tasks. With prior approval of the Faculty, a student may work with a faculty member in landscape architecture.

The student should work for or be supervised by a registered landscape architect, and the student should gain experience in landscape architecture and have their work reviewed on a weekly basis by a supervisor that can attest to the educational value of the work performed.

II. Student Learning Outcomes (SLOs)

At the end of this course, students will be expected to have achieved competency in the course learning objectives (CLOs) under the program SLO headings as follows:

CONTENT
SLO 1 - Integrate concepts from the general body of knowledge of the profession of landscape architecture in design decision-making.
CLO 6.1.1 – Identify (summarize) current and emerging practice opportunities in landscape architecture
CLO 6.1.5 – Explain (articulate) the importance of lifelong learning, advocacy, career development, and the role of the professional and community organization.

SLO 3 - Apply ethical understanding to design decision-making.
CLO 5.3.1 – Discuss (apply, practice) the ethical and professional obligations landscape architecture has to clients, communities, the public, and landscape environment.
CLO 5.3.2 - Explain the legal responsibilities and the role of landscape architecture in preserving and safeguarding human health, safety, and the public welfare.
CRITICAL THINKING
SLO 4 - Combine and analyze information from multiple sources to support design decision-making.
CLO 1.4.4 - Synthesize (connect) objective and subjective information from multiple sources to support design decision making.
COMMUNICATION
SLO 5 - Produce professional visual, oral, and written communications.
CLO 9.5.1,2,3 - Express ideas concretely through oral, visual, and written communication and thoughtfully provide, receive, and respond to feedback and critique as part of iterative design decision making.

III. Graded Work

DESCRIPTION OF GRADED WORK

LETTER FROM THE SUPERVISING REGISTERED LANDSCAPE ARCHITECT
1-page (minimum) summary of the student's responsibilities including an evaluation of the student's work during the period of employment and performance (strengths and weaknesses). This letter shall be on company letterhead and shall identify the beginning and ending dates the student was employed, the full name(s), title, registration #(s) and state, address and telephone & fax #'s for the registered landscape architect.

LETTER FROM YOUR EMPLOYER
If the supervising registered landscape architect is not your employer, provide a letter from your employer (in addition to the required letter from the supervising registered landscape architect, see above) on company letterhead summarizing the conditions of your employment as described above.

1-2 PAGE SUMMARY OF YOUR INTERNSHIP
In this letter, you shall describe the types of project(s) you worked on, the types of duties you performed within the office, the approximate duration of these projects, your role in the office or design team, and your evaluation of the office experience and this firm as a place of internship.

A POWERPOINT™ PORTOFOLIO-STYLE PRESENTATION
Each student shall prepare a PowerPoint presentation containing a minimum of 12-20 slides, that documents work products and projects during the internship period.

A COPY OF WEEKLY LOG OF WORK (MAXIMUM OF 2 PAGES)

Each student shall keep a weekly log documenting general work experiences or a brief summary of the experiences of the week. Note: For your internship to receive credit, you must log a minimum of 240 hours of work.

The graded work assesses the course learning objectives as follows:

Assessment	LAA 4940 - Course Learning Objectives (CLOs)					
	SLO 1		SLO 3		SLO 4	SLO 5
	6.1.1	6.1.5	5.3.1	5.3.2	1.4.4	9.5.1,2,3
Letter from Supervising Landscape Architect			X	X		
Letter from Employer			X	X		
Summary of Internship	X	X	X	X		
PowerPoint Presentation s	X		X	X	X	X
Weekly Log of Work	X				X	

GRADING SCALE

For information on how UF assigns grade points, visit:
https://catalog.ufl.edu/UGRD/academicregulations/grades-grading-policies/

Grades for this course are S/U. Upon successful completion and documentation of the above requirements a student will receive a satisfactory grade.

The **student** shall submit the item listed above no later than **December 4** in the course's Canvas "Assignments" tab.

IV. REQUIRED POLICIES

STUDENTS REQUIRING ACCOMMODATION

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting https://disability.ufl.edu/students/get-started/. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

UF EVALUATIONS PROCESS

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/.

UNIVERSITY HONESTY POLICY

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 Honor Code (https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

COUNSELING AND WELLNESS CENTER

Contact information for the Counseling and Wellness Center: http://www.counseling.ufl.edu/ , 3921575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

COURSE MATERIALS AND IN-CLASS RECORDINGS

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. Students who participate with their camera engaged 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 and do not use a profile image. Likewise, students who participate orally are agreeing to have their voices recorded.

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.