# **DCP6714 Built Heritage Documentation**

**Course Details**

Term: Spring 2025

3 Graduate-level credits

Meeting Time: Fridays, 8:30 am – 11:30am

Location: AH 120 Antevy Hall (Architecture Building Computer Lab Ground Floor)

Canvas Course Link: <https://ufl.instructure.com/courses/525118>

**Instructor**

Linda Stevenson, PhD, AIA

Contact: [archtext@ufl.edu](mailto:archtext@ufl.edu)

Phone (941) 704-9074

Office Hours: Thursdays 1:30 – 3:30 pm, or by appointment. Please contact me through Canvas email.

**COURSE DESCRIPTION**

This course explores the variety of methods used to capture the tangible aspects of a structure or site, across multiple disciplines in the field of heritage conservation, including historic architecture, historic landscapes, and archaeology. Analog and digital documentation methods will be explored through field trips to project locations, computer lab work, and production of illustrative drawings and graphics for a variety of purposes.

**COURSE OBJECTIVES**

* Learn about multi-disciplinary approaches to built heritage documentation
* Learn and apply various methods of built heritage documentation
* Analog skills include sketching buildings and urban landscapes, hand-measuring, hand drawing, converting drawings to CAD files
* Digital methods include CAD software, Revit 3D modeling, photogrammetry, terrestrial laser scanning (TLS), Lidar, and related technologies
* Produce metrical, and graphical representations of case study projects
* Explore workflows integrating virtual and field methods of documentation

**COURSE ORGANIZATION**

Course content is presented in readings, presentations, guest speakers, short assignments, field work, and site visits. Course requirements include completion of all assignments, coursework deliverables, and final presentations. Please see Attendance Policy below.

**TEXTS AND READINGS**

Required textbooks: none. Required content/materials will be provided through Canvas.

The following reference is on reserve for the course at the UF Art and Architecture Library.

Burns, John A, Historic American Buildings Survey/Historic American Engineering Record and Historic American Landscapes Survey. (HABS/HAER/HALS) *Recording Historic Structures*. 2nd ed. Hoboken, N.J: John Wiley & Sons, 2004.

**COURSE SCHEDULE OVERVIEW\***

\*Full details are on the Canvas site. The Instructor reserves the right to adjust schedule and content as needed for student learning throughout the semester.

**Knowledge & Skills: How to See**

Week 1 Introduction to Built Heritage Documentation

Week 2 Sketching in the Urban Environment

**Knowledge & Skills: Technical Drawings**

Week 3 Introduction to Architectural Drawings and Specifications for Built Heritage Assets

Week 4 Application of Field Methods for hand documentation

Week 5 Use CAD to create drawings for a small building

**Knowledge & Skills:** **Examples of how documentation technology is used in historic preservation practice**

Week 6 Guest speakers

Week 7 St Augustine Case Study Building

**Knowledge & Skills:** **Examples of how documentation technology is used across heritage conservation disciplines**

Week 8 Digital HSR/BIM

Week 9 Digital documentation and HABS

Week 10 Spring Break (No Class)

Week 11 Photogrammetry

Week 12 Site Survey and 3D Laser Scanning for Landscape Architecture

Week 13 Archaeological documentation

Week 14 Final project presentations in class

**Grades** ([Click here for information on the University of Florida grading policy.](https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx))

|  |  |  |
| --- | --- | --- |
| **Percent** | **Grade** | **Grade Points** |
| 93.0 - 100.0 | A | 4.00 |
| 90.0 - 92.9 | A- | 3.67 |
| 88.0 - 89.9 | B+ | 3.33 |
| 83.0 – 87.9 | B | 3.00 |
| 80.0 - 82.9 | B- | 2.67 |
| 78.0 - 79.9 | C+ | 2.33 |
| 73.0 – 77.9 | C | 2.00 |
| 70.0 - 72.9 | C- | 1.67 |
| 68.0 - 69.9 | D+ | 1.33 |
| 58.0 - 67.9 | D | 1.00 |
| 55.0 - 57.9 | D- | 0.67 |
| 0 - 54.9 | E | 0.00 |

|  |  |  |
| --- | --- | --- |
| **Assessments** | **%**  **Grade** | **#**  **Points** |
| Weekly Assignments | 40% | 80 |
| Final Presentation in class | 20% | 40 |
| Final Project Deliverables | 30% | 60 |
| Participation | 10% | 20 |
| Totals | 100% | 200 |

**COURSE POLICIES**

**Attendance Policy, Class Expectations**

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies. [Click here to read the university attendance policies.](https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/)

Attendance is mandatory for all class sessions, including discussions **and field trips**. The trip schedule will be determined at the first class meeting. As this is a project-based course, the field trips are an essential part of the learning process. For regular class sessions on campus, please arrive on time and stay for the entire duration of instruction. Advance notification and documentation for any absence is required. More than three unexcused absences will result in the final grade being dropped one letter. You are expected to come to class on time, prepared, and ready to participate.

Late submissions of assignments are subject to a penalty unless valid, documented reasons for an extension are provided in advance. Late assignments will incur a 10% grade reduction for each day they exceed the original deadline. Extensions will only be granted under exceptional circumstances and not beyond one week past the initial deadline. Extension requests must be negotiated in advance and supported by appropriate documentation. The original deadline remains unless a new date is mutually agreed upon.

***Special Accommodations***

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center. Click here to get started with the [Disability Resource Center.](https://disability.ufl.edu/) 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.

***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 Student Conduct 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 Student Conduct Code <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-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.

**In-Class Recordings**

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 guest 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.

**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/>

**CAMPUS RESOURCES**

**Health and Wellness**

* *U Matter, We Care*: If you or someone you know is in distress, please contact [umatter@ufl.edu,](mailto:umatter@ufl.edu) 352-392-1575, or visit [U Matter, We Care website](https://umatter.ufl.edu/) 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](https://counseling.ufl.edu/) 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.](https://shcc.ufl.edu/)
* *University Police Department*: [Visit UF Police Department website](https://police.ufl.edu/) 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](https://ufhealth.org/emergency-room-trauma-center) [Health Emergency Room and Trauma Center website.](https://ufhealth.org/emergency-room-trauma-center)
* *GatorWell Health Promotion Services:* For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the [GatorWell website](https://gatorwell.ufsa.ufl.edu/) or call 352-273-4450.

**Academic Resources**

* *E-learning technical support*: Contact the [UF Computing Help Desk](http://helpdesk.ufl.edu/) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu.](mailto:helpdesk@ufl.edu)
* [*Career Connections Center*:](https://career.ufl.edu/) Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
* [*Library Support*:](https://cms.uflib.ufl.edu/ask) Various ways to receive assistance with respect to using the libraries or finding resources.
* [*Teaching Center*:](https://teachingcenter.ufl.edu/) Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.
* [*Writing Studio*](https://writing.ufl.edu/writing-studio/)*:* 2215 Turlington Hall*,* 352-846-1138. Help brainstorming, formatting, and writing papers.
* Academic Complaints: Office of the Ombuds; [Visit the Complaint Portal webpage for more information](https://www.ombuds.ufl.edu/complaint-portal/)
* Enrollment Management Complaints (Registrar, Financial Aid, Admissions): [View the Student Complaint Procedure webpage for more information](https://em.ufl.edu/complaint)