

El Paso Community College

Syllabus

Part II

Official Course Description

SUBJECT AREA	<u>Interior Design Technology</u>
COURSE RUBRIC AND NUMBER	<u>INDS 2372</u>
COURSE TITLE	<u>Project Management for Interior Design</u>
COURSE CREDIT HOURS	<u>3 2 2</u> Credits Lec Lab

I. Catalog Description

Includes skills and knowledge in project management such as preparing advanced construction documents and mastery of the interior design project phases, project schedules, timelines, and project budgets. **Prerequisites:** **INDS 1319 and INDS 1349 and INDS 1341 and INDS 2310 and INDS 2317 and INDS 2330. (2:2). Lab fee.**

II. Course Objectives

Upon satisfactory completion of this course, the student will be able to:

- A. Define Project Management.
- B. Discuss the project phases.
- C. Produce project timeline/scheduling charts.
- D. Recognize and describe building code requirements.
- E. Discuss ADA and sustainable design in Kitchen and Bath applications.
- F. Produce a job-site binder to include; contract, Gantt chart, Sub-contractor list, material specification, contact information, construction drawings, elevations, rendering, misc. communication, change orders, payment schedule
- G. Discuss the importance of systemic approach in project management.
- H. Produce budgets documentation and ordering process.
- I. Identify the installation sequential process.
- J. Discuss organized methods of communication on job-site.
- K. Recognize the importance of job costing
- L. Articulate design concepts in written, verbal, and automated formats.
- M. Plan and conduct presentations in front of instructor and peers.
- N. Demonstrate professionalism as in following instructions, preparation, timeliness, responsibility, and good conduct.
- O. Identify and utilize tools, software, and equipment learned in all the interior design classes to include the following:
 1. Computers, printers, plotters, scanners, copiers, projectors, mat board cutter, labeler, and press mount.
 2. Microsoft Word, Excel, PowerPoint, Project, and Publisher and Adobe Photoshop.
 3. Architectural scale, triangles, manual drafting, mechanical pencils, equipment/ fixtures templates, and measuring tape.
 4. Presentation materials: mat boards, foam board, adhesives, utility knives, and metal rulers.

III. THECB Learning Outcomes (WECM)

1. Describe the systemic approach to project management.
2. Define the installation delivery system.

3. Identify the designer's role in the project documentation process.
4. Recognize the importance of effective working relationships.
5. Prepare budgets, scheduling, and job costing.

IV. Evaluation

A. Exams

1. Students will have a total of three (3) examinations during the semester.
2. The exams/quizzes will cover material from the textbook and lectures.

B. Projects

1. Students will have approximately (10) performance/demonstration projects administered during the semester.
2. The projects will be done in lab time plus outside research.
3. Lab projects will be graded on the basis of creativity, application of design rules, concepts from the text, and lecture presentation techniques.

C. Grading Scale

90 - 100	=	A
80 - 89	=	B
70 - 79	=	C
69- below	=	F

V. Disability Statement (Americans with Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

VII. Title IX and Sex Discrimination

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.