Course Title: INTERIOR DESIGN PROJECT OVERVIEW
Location: CYC
Instructor: John Donaghey, AIA-E
Course Description: Learn from an architect how a variety of administrative and creative graphic procedures can be used to help in producing positive and profitable results in your practice. The procedures presented include steps taken from the first client meeting to the project's completion.

Hours: 7:00 to 9:00 pm          Sessions: 4

Course Objectives:
1. Learn important contractual considerations in project planning
2. Learn how to conduct a project site survey
3. Learn how to approach important design steps
4. Learn how to administer the project's construction

Lesson Plan:
Session 1: Introductions, class survey, review of client agreements and project planning
Session 2: Investigate digital photography and graphic site data collection for use in making base drawings and preliminary designs
Session 3: Apply Session 2 lessons in producing a final design, color, finish and furnishings presentation.
Session 4: Learn how to contract for the construction of your design and how to administer the project to completion

Note: The importance of document organization and record keeping will be covered.

At the beginning of each class, several minutes will be devoted to the explanation of the handout materials. There will be several handouts each night. Information will be presented each night on the projection screen. Students will replicate an exercise and/or takes notes as the instructor covers the night's materials.

Supply List:
1. 8 ½" X 11" light blue ¼" grid paper tablet
2. 0.7 mm mechanical pencil
3. 0.7 mm B leads (HB is too hard)
4. Mechanical eraser w/ refills
5. Flat 6" (pocket) architect's scale; may be purchased using the web
6. Strathmore Tracing tablet, 9" x 12", 40 sheets; check Strathmoreartist.com for retailers

Note: Most supply items may be found at Hobby Lobby, Staples, Office Depot, Asel Art Supply, Vanderburg Drafting Supply and similar stores.
Course Sessions: listed are a guideline to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, assignments, and days.

Method of Evaluation: Unless otherwise stated, course completion is evaluated on the basis of attendance. Students must be in attendance 90% of the class time in order to be considered a successful completer of the course.

Students must be in attendance 90% of each course in a certificate series for successful completion and to earn a certificate as specified.

Students must complete all courses (core and no. of elective courses needed) to complete a certificate series within two years from start date of the first course taken.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student’s responsibility to contact the ACCESS office, SCC-G200 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current Collin Student Handbook for additional information. http://www.collin.edu/studentresources/personal/studenthandbook.aspx