



UNIVERSITY OF CALGARY
SCHOOL OF ARCHITECTURE,
PLANNING AND LANDSCAPE

Design Media and Exploration I _ Graphics Workshop I ARCH 504

Fall 2022 _ MW 0900-1250

Co-requisite **ARCH 506 Studio I - Design Thinking**

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	Office hours	by Appointment
TEACHING ASSISTANTS	Ruth Willms	graphics.ta@ucalgary.ca
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COURSE DESCRIPTION

Design Media and Exploration I is a skill-building course, taught in conjunction with Studio One. The course focuses on the development of technical expertise, iterative workflows, and visual acuity within the production of architectural representations. Students will gain proficiency in the close reading of architectural precedent and develop skillsets to see and mobilize opportunity through the architectural analysis of existing projects. This course will focus on digital and analog techniques of making and representation and will foreground the importance of craft and professionalism within architecture.

CACB STUDENT PERFORMANCE CRITERIA

At a primary level: A3 – Design Tools; At a secondary level: A2 – Design Skills; B1 – Critical Thinking and Communication.

COURSE OBJECTIVES

- Develop the ability to read and construct orthographic architectural drawings;
- Gain facility in digital and analog three-dimensional modeling;
- Gain facility in iterative & procedural workflows;
- Gain facility in visual communication; and
- Gain facility in architectural scale and proportion.

TEACHING APPROACH

The course will be delivered in-person. The Teaching Team will provide the foundation for completing all assignments through correlate in-person tutorials, discussions, lectures, online resources and working sessions. Tutorials will not be recorded. It is expected that students show up to all classes, making

efficient and productive use of the time allotted during class to work on course specific deliverables. Students should expect to spend additional time outside of the class completing the assignments.

Students are to submit all deliverables as described in the Assignment briefs to the ARCH 504 D2L website. When specified, students will also be required to post to the ARCH 504 Miro board, and pin-up on the G1 Gallery Wall (located in the lower level, across from the Workshop). Assignments will not be accepted by email.

COURSE CONTENT + PROJECT WEIGHTING

Each project is composed of several small assignments. Detailed outlines, schedule, evaluation criteria and weighting breakdown will be provided at the start of each assignment.

PROJECT ONE	Sept 08 – Oct 20*	35 %
<i>SEEING THE UNSEEN ARCHITECTURAL PRECEDENT – ANALYSIS AND OPPORTUNITY</i>		

PROJECT TWO	Oct 18 – Nov 19*	35 %
<i>POSSIBLE PROFILES PROCEDURAL ORTHOGRAPHY</i>		

PROJECT THREE	Nov 15 – Dec 03*	25 %
<i>MATERIALITY AND MAKING</i>		

MONOGRAPH	Dec 07*	5%
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**Exact dates are subject to change.*

MEANS OF EVALUATION

Evaluation will be completed at the end of each Project, and will be a cumulative grade for all assignments as completed during that Project. Each Project must be completed and receive a passing grade in order to pass the course.

Students are expected to complete all required work by the assigned dates and show up to all scheduled reviews, lectures and presentations on time and ready to discuss their work. Projects generated in this class will be evaluated according to the categories outlined below. Weighting among these sections will vary between assignments, but the sections themselves will remain consistent (individual assignment briefs will contain rubrics outlining the weighting):

- *Technique:* The project demonstrates proficiency in the tools, workflows and methods introduced. All techniques are rigorously and iteratively deployed.
- *Communication + Composition:* All visualizations and produced artifacts are carefully considered in their production and their presentation. The work communicates information with clarity, correctness, and appropriate detail. The arrangement of parts in the work tells a coherent story, the graphic tone suits the content, and the project is visually resolved.
- *Craft:* Craft refers to the quality of assembly and presentation. All project deliverables presented with care. All submissions follow the required file naming conventions as specified in the assignment briefs.

- **Professionalism:** Students prepare for, attend, engage and participate in all class sessions. Students demonstrate graduate-level discourse, in rigour of thought, maturity of response and quality of execution. All deliverables are completed and submitted on time. Late assignments will be docked **2% per day from the overall Project grade** (i.e if Assignment 1.1 is three days late, the penalty is an overall deduction of 6% to the Project 1 grade). Students follow communication protocols as outlined in the course syllabus.

GRADING SCALE

The SAPL standard grading scale will be used in all evaluations for this course.

A+ (95.0-100.0); **A** (90.0-94.99); **A-** (85-89.99); **B+** (80.0-84.99); **B** (75.0-79.99); **B-** (70.0-74.99); **C+** (65.0-69.99); **C** (60.0-64.99); **C-** (55.0-59.99); **D+** (50.0-55.99); **D** (45.0-49.99); **F** (0-44.99).

Final grades will be reported as letter grades, with the final grade calculated according to the 4- point range. All project phases will be evaluated by percentage grades, with their letter grade equivalents as shown.

NOTE: A student who receives a "C+" or lower in any one course will be required to withdraw regardless of their grade point average (GPA) unless the program recommends otherwise. If the program permits the student to retake a failed course, the second grade will replace the initial grade in the calculation of the GPA, and both grades will appear on the transcript. If a student receives a grade less than B- for any assignment worth 30% or more, the student will receive an F grade for the course.

RESOLVING ISSUES

To make it easier for you to get answers to your questions, and to help us all manage the curve balls that life throws our way over the term, we have created a series of quick resolution guides.

- Technical + Assignment Questions** - *i.e. how do I create a new layer in Photoshop?*
Google > Classmates > TAs > Find another way
- Course Organization & Evaluation Questions** - *i.e. how will this assignment be evaluated?*
Course Outline & Assignment Briefs > Instructors
- Theory / Concept Questions** - *i.e. what do you mean by orthography?* Classmates > TAs > Instructors
- Production Questions** - *i.e. how do I use this tool properly / why is the laser cutter on fire?*
Shop manuals & guides > Nathan & Shop Assistants > Don't do it

EMAIL POLICY

Please note that all course communications must occur through your [@uofcalgary.ca](mailto:uofcalgary.ca) email, and the Teaching Team will respond to emails sent via the student's [@uofcalgary.ca](mailto:uofcalgary.ca) email within 48 hours.

To notify the instructors of an issue impacting your ability to complete coursework on time, or to request an extension, please send an e-mail containing the information in the bullets below. Submission of an e-mail does not guarantee an extension. The instructors commit to responding to e-mail within 48 hours; please plan accordingly. In your message, please include:

- Your full name & student number.

- A brief explanation of the issue.
- Your proposed solution to the issue (i.e. if requesting an extension, suggest a suitable replacement deadline).

PLEASE COPY BOTH INSTRUCTORS ON ALL INSTRUCTOR-RELATED E-MAIL COMMUNICATION ONLY.

READINGS, REFERENCES + RESOURCES

No textbooks are required for this class. The Teaching Team will supply required readings and on-line resources throughout the semester that align with topics, tools and techniques covered in specific assignments. The Teaching Team will also provide a list of recommended materials that students will need to purchase for the successful completion of the Projects.

TECHNOLOGY + SOFTWARE

To successfully engage in their learning experiences at the University of Calgary, students are required to have reliable access to the following technology:

- A computer with a supported operating system, as well as the latest security, and malware updates;
- A current and updated web browser;
- Webcam (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Current antivirus and/or firewall software enabled;
- Broadband internet connection
- Software:
 - Rhinoceros 7
 - Adobe Creative Cloud (InDesign, Illustrator, Photoshop)

RECOMMENDED SUPPLIES

Below is a list of anticipated supplies that are *strongly recommended* to support your work in the course, as well as the program at large. This list is by no means exhaustive; you may require additional tools and supplies throughout the semester. **You do not need to purchase exactly what is listed below** – these are items the Teaching Team have personal experience with and frequently use:

- **Sketchbook:** A classic moleskine-style with blank (un-ruled), grid or dot pages;
- **Trace paper:** 18" roll. Don't accidentally spring for vellum (it's pricey);
- **Pens:** A couple different colors are helpful, but have **black & red** and at least 3 different thickness, fine, medium, thick, of black (example: 0.1, 0.2, 0.5). For example: Staedtler Triplus Fineliner, and the Pentel Signpen;
- **Pencils:** Something harder like 2H for marking model guidelines;
- **(2) Olfa knives:** https://olfa.com/collections/professional/products/9mm_300_utility_knife ○ This knife is also strongly recommended:
https://olfa.com/collections/professional/products/18mm_l-2_rubber_inset_utility_knife
- **(3) Olfa Blades:**

- https://olfa.com/collections/professional/products/olfa_9mm_abs_stainless_steel_snap_blades
- <https://olfa.com/collections/professional/products/18mm-lbb-black-snap-blades> ○ <https://olfa.com/collections/professional/products/olfa-a1160b-graphics-snap-blades10pk>
- **Metal cutting edges/rulers (stainless steel with cork backed):** one 12-18" edge. Also recommended – one large yard/meter edge (for board trimming) and one small 4-6" edge;
- **Measuring Tape:** make sure it has *both* imperial and metric measurements;
- **Architect's Scales:** Metric, from 1:1 up to 1:500 (this may require multiple scales);
- **(1) Self Healing Cutting Mat:** recommended size 18" X 24" but larger is helpful (make sure it fits on your desk);
- **Glue(s):** Elmer's White Glue, cyanoacrylate (Crazy Glue), and accelerator (Zip Kicker, or Zap-aGap), hot glue + gun, spray glue (for print mounting, Super 77 or sim.)
- **Tape:** Blue Painter's Tape, artist's tape
- **Reusable respirator:** Make sure it works for aerosols (not just for dust)

WORKSHOP SAFETY TRAINING REQUIREMENT

If a course requires the use of the SAPL workshop, students must complete all online University of Calgary safety courses, the online Trajectory safety training course, as well as in-person workshop training and a grade of pass on the final evaluation project, to be granted access to the SAPL workshop. This training is offered once a year, around the start of the Fall term and has a completion deadline.

UNIVERSITY OF CALGARY POLICIES AND SUPPORTS

COVID-19 PROCEDURE FOR SICK STUDENTS:

<https://ucalgary.ca/risk/sites/default/files/Covid19%20Folder/COVID-19-Procedure-for-Sick-Students.pdf>

ACADEMIC ACCOMMODATION

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The student accommodation policy can be found at:

<https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-AccommodationPolicy.pdf>

Students needing an accommodation because of a disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities:

ucalgary.ca/legal-services/sites/default/files/teams/1/PoliciesAccommodation-for-Students-with-Disabilities-Procedure.pdf

Students needing an accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to their instructor (contact information on first page above).

SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

ACADEMIC MISCONDUCT

Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy and Procedure please visit: <https://ucalgary.ca/policies/files/policies/student-academic-misconduct-policy.pdf> <https://ucalgary.ca/policies/files/policies/student-academic-misconduct-procedure.pdf> Additional information is available on the Academic Integrity Website at <https://ucalgary.ca/student-services/student-success/learning/academic-integrity>.

COPYRIGHT LEGISLATION

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy (<https://www.ucalgary.ca/pubs/calendar/current/k.html>).

INSTRUCTOR INTELLECTUAL PROPERTY

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

SEXUAL VIOLENCE POLICY

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or

those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at <https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf>

UNIVERSITY STUDENT APPEALS OFFICE: If a student has a concern about the course, academic matter, or a grade that they have been assigned, they must first communicate this concern with the instructor. If the concern cannot be resolved with the instructor, the student can proceed with an academic appeal, which normally begins with the Faculty. <https://www.ucalgary.ca/secretariat/student-appeals>

OTHER IMPORTANT INFORMATION

Please visit the Registrar's website at: <https://www.ucalgary.ca/registrar/registration/course-outlines> for additional important information on the following:

- Wellness and Mental Health Resources
- Student Success
- Student Ombuds Office
- Student Union (SU) Information
- Graduate Students' Association (GSA) Information
- Emergency Evacuation/Assembly Points
- Safewalk

MEDIA AND RECORDING IN LEARNING ENVIRONMENTS

Part 1

University Calendar: <https://www.ucalgary.ca/pubs/calendar/current/e-6.html>

Recording of lectures (other than audio recordings that are pre-arranged as part of an authorized accommodation) is not permitted. Students may not record any portion of a lecture, class discussion or course-related learning activity without the prior and explicit written permission of the course instructor or authorization from Student Accessibility Services. For any other use, whether by duplication, transcription, publication, sale or transfer of recordings, written approval must be obtained from the instructor for the specific use proposed. Any use other than that described above constitutes academic misconduct and may result in suspension or expulsion.

Part 2

The instructor may use media recordings to capture the delivery of a lecture. The instructor will notify all students and guests in the class that the event is being recorded. If a student or guest wants to take steps to protect privacy, and does not want to be recorded, the instructor will provide the individual (s) with an alternative means of participating and asking questions (e.g., passing written notes with questions). Students cannot be penalized for choosing not to be recorded in situations where participation is part of the course. Students must be offered other ways of earning participation credit that do not involve recording. Any video-recording would be intended to only capture the instructor and the front of the classroom. Students/other participants would not necessarily be visible on video recordings.

UNIVERSITY OF CALGARY POLICIES AND SUPPORTS Academic Accommodation

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

Academic Misconduct

Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when: (a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work, (b) parts of the work are taken from another source without reference to the original author, (c) the whole work (e.g., an essay) is copied from another source, and/or, (d) a student submits or presents work in one course which has also been submitted in another course (although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved. While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted. Plagiarism is an extremely serious academic offence. Any suspicion of plagiarism will be reported to the Dean, and dealt with as per the regulations in the University of Calgary Graduate Calendar. For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

COPYRIGHT LEGISLATION

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protectedbycopyright.pdf) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

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More student support and resources (e.g. safety and wellness) can be found here:

<https://www.ucalgary.ca/registrar/registration/course-outlines>