

**INDE 138 Course Outline as of Fall 2017****CATALOG INFORMATION**

Dept and Nbr: INDE 138 Title: INTERNATIONAL PRACT INDE

Full Title: International Practices in Interior Design

Last Reviewed: 9/19/2011

Units	Course Hours per Week		Nbr of Weeks		Course Hours Total	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	3.00	Lab Scheduled	0	6	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00

Total Student Learning Hours: 157.50

Title 5 Category: AA Degree Applicable

Grading: Grade Only

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly: INDE 64.2

**Catalog Description:**

This course examines international practices in the interior design industry. Emphasis is on business practices and procedures in handling and consolidating shipments, letters of credit, documentation and general banking practices in exports and imports of materials related to the interiors industry. The role and activities of the international furnishings, decorative accessories, designers and textiles markets will be discussed.

**Prerequisites/Corequisites:****Recommended Preparation:**

Completion of INDE 64.1; and eligibility for ENGL 100 or ESL 100.

**Limits on Enrollment:****Schedule of Classes Information:**

Description: This course examines international practices in the interior design industry. Emphasis is on business practices and procedures in handling and consolidating shipments, letters of credit, documentation and general banking practices in exports and imports of materials related to the interiors industry. The role and activities of the international furnishings,

decorative accessories, designers and textiles markets will be discussed. (Grade Only)

Prerequisites/Corequisites:

Recommended: Completion of INDE 64.1; and eligibility for ENGL 100 or ESL 100.

Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

<b>AS Degree:</b>	<b>Area</b>	Effective:	Inactive:
<b>CSU GE:</b>	<b>Transfer Area</b>	Effective:	Inactive:
<b>IGETC:</b>	<b>Transfer Area</b>	Effective:	Inactive:
<b>CSU Transfer:</b>		Effective:	Inactive:
<b>UC Transfer:</b>		Effective:	Inactive:

**CID:**

**Certificate/Major Applicable:**

Both Certificate and Major Applicable

## **COURSE CONTENT**

### **Outcomes and Objectives:**

Upon completion of this course, students will able to:

1. Compare and contrast international and U.S. interior design practices.
2. Identify and evaluate the role world geography plays in the interior design industry.
3. Recognize styles, colors and tastes from traditions and countries around the world.
4. Complete residential and commercial interior design projects received from overseas clients.
5. Prepare proposals in compliance with client specifications utilizing U.S. and international resources.
6. Research and identify product and vendor sources, nationally and internationally, using the internet and conventional methods.
7. Analyze, interpret, and apply national and international banking practices and credit terms.
8. Describe appropriate communication techniques for international business.
9. Research and describe methods of trading as an interior design buyer.

### **Topics and Scope:**

#### I. Introduction

A. Overview of international practices in the interior design industry

B. The role of world geography in cultural and economic developments as it relates to the

United States interior design industry

1. Canada, Mexico (NAFTA--North American Free Trade Agreement)
2. European community
3. Scandinavian countries
4. Africa
5. The Middle East
6. The Far East

7. South East Asia
8. Australia
- C. Style, color and taste: an international perspective
- D. International trade methods for the interior design buyer
- E. Project classifications
- II. Residential and Commercial Projects for Overseas Clients
  - A. Marketing
    1. Research and development
    2. Proposals for overseas projects
    3. Cover letters
    4. Presentations
    5. Swatch cards
  - B. Sales
    1. Calculating markups
    2. Developing commercial invoices
    3. Sales representative agreements
  - C. Accounting
    1. Cost breakdown - materials and products
    2. Cost analysis using computerized spreadsheets
    3. Billing procedures and records
    4. Business invoices
  - D. Purchasing
    1. Furnishings markets
    2. Identifying resource vendors nationally and internationally using conventional and computerized methods
    3. Purchase orders
  - E. Security
  - F. Shipping and delivery
    1. Handling and consolidating shipments
    2. Packing list
    3. Certificate of origin
    4. Bill of lading
    5. Calculating shipping costs
      - a. FOB (Freight on Board)
      - b. C&F (Cost and Freight)
      - c. CIF (Cost + Insurance + Freight)
    6. Export documentation
    7. Current Customs requirements
- III. Trading as an Interior Design Buyer at the International Home Furnishings Markets
- IV. National and International Banking Practices and Credit Terms
  - A. Banking practices
  - B. Analyzing credit documents
  - C. Writing letters of credit
- V. Communication Techniques for International Business

**Assignment:**

1. Reading: 15-30 pages per week
2. Writing assignments: proposals
3. Research and identify vendors for specific products; written summary of vendor research, 2-5 pages
4. Problem solving: analyze credit documents; calculate markups; prepare letters of credit,

business invoices, purchase orders, and shipping documents

5. Final project: marketing project for a specific country, including proposal, cover letter, swatch cards, cost breakdown, product identification, and documentation for exporting

6. Oral in-class presentation of marketing project

7. Quizzes (3-6); midterm

### Methods of Evaluation/Basis of Grade:

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Proposals; final project; vendor research

Writing  
10 - 15%

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Projects; marketing project

Problem solving  
60 - 65%

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Oral presentation

Skill Demonstrations  
10 - 15%

**Exams:** All forms of formal testing, other than skill performance exams.

Exams to include multiple choice, true/false, matching items, completion, short answer

Exams  
10 - 15%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

Attendance and participation

Other Category  
5 - 10%

### Representative Textbooks and Materials:

Instructor prepared materials