INDE 140 Course Outline as of Summer 2007

CATALOG INFORMATION

Dept and Nbr: INDE 140 Title: PORTFOLIOS INTERIOR DES
Full Title: Portfolios for Interior Design
Last Reviewed: 2/7/2022

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	2.00	Lecture Scheduled	1.50	17.5	Lecture Scheduled	26.25
Minimum	2.00	Lab Scheduled	2.00	17.5	Lab Scheduled	35.00
		Contact DHR	0		Contact DHR	0
		Contact Total	3.50		Contact Total	61.25
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 52.50 Total Student Learning Hours: 113.75

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 81

Catalog Description:
Principles and procedures for developing and producing the interior designer's portfolio for the purpose of job interviews and client presentations. Students will learn how to create portfolios that illustrate their strengths and demonstrate a clear understanding of format, graphic design, typography, concept development, and business communication.

Prerequisites/Corequisites:

Recommended Preparation:
Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Schedule of Classes Information:
Description: Principles and procedures for developing and producing the interior designer's portfolio. Students will learn how to create portfolios that illustrate their strengths and demonstrate a clear understanding of format, graphic design, typography, concept development, and business communication. (Grade Only)
Prerequisites/Corequisites:

Recommended: Eligibility for ENGL 100 or ESL 100
Limits on Enrollment:
Transfer Credit: CSU;
Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**	Effective:	Inactive:
CSU GE:	**Transfer Area**	Effective:	Inactive:
IGETC:	**Transfer Area**	Effective:	Inactive:

CSU Transfer:	Transferable	Effective:	Fall 2019	Inactive:
UC Transfer:		Effective:		Inactive:

CID:

Certificate/Major Applicable:
Both Certificate and Major Applicable

COURSE CONTENT

Outcomes and Objectives:
Upon completion of this course, the student will be able to:
1. Develop and produce a professional interior design portfolio.
2. Analytically examine and select portfolio contents based on type of presentation and professional objectives.
3. Apply materials processing methods to achieve professional results.
4. Discuss the conceptual considerations that result in a portfolio with professional appearance and audience focus.
5. Prepare a designer's statement and a brief biography / resume to accompany the portfolio.
6. Present the portfolio in a professional context.

Topics and Scope:

I. Introduction to Portfolios
   A. Purpose
   B. Contents
   C. Recording your work
   D. Process of designing a portfolio
   E. Planning the portfolio
   F. Portfolio as a sales tool
II. Elements of a Good Portfolio
   A. The carrying case
   B. Format
   C. Methods of presentation
   D. Neatness and creativity
   E. Graphic style
III. Portfolio Contents

A. Recommendations for content
B. Criteria for selection of included works
C. Conceptual considerations

IV. Supplies Needed to Produce a Portfolio
A. Materials list
B. Budgeting for portfolio development

V. Assembling the Portfolio
A. Adherents
B. Mounting techniques
C. Lettering and typography
D. Graphics considerations
E. Photographic processing
F. Reprographics
G. Scanning
H. Computer graphics

VI. Assembling the Portfolio

VII. The Professional Presentation
A. Techniques
B. Audience
C. Components of a presentation
D. Promoting yourself

VIII. Types of Portfolios
A. Portfolios for different applications
B. Preparing design statement and biography to accompany portfolios

Assignment:

Representative assignments:
1. Reading: 10 - 25 pages per week.
2. Writing:
a. Outline your professional vision and create an action plan (1-3 pages).
b. "Know Your Audience" exercise (2-5 pages).
c. Self-discovery exercise; 1-3 page written summary of results.
d. Design statement (1/2 - 1 page)
e. Professional biography /resume (1/2 - 1 page).
3. Skill demonstrations: Portfolio development for presentation and peer review.
a. Select portfolio case.
b. Select work for portfolio inclusion.
c. Lab activity: Document preliminary portfolio design and layout options for portfolio pages. Present portfolio plans for peer review and critique.
d. Lab activity: materials processing and portfolio production.
4. Problem solving:
a. "Focusing Your Portfolio" exercise.
b. Portfolio organization and contents exercise.
c. Lab activity: Peer review and feedback: review plans/potential selections made by classmates. Use checklist to record evaluations.
5. Chapter quizzes (3-5) and midterm.
6. Final: Presentation of portfolio for peer and instructor critique.

7. Other: Visit a photo lab, blueprint shop, and copy center and gather information on photographic and reproduction processes and services available. Summarize findings (2-5 pages); present findings orally in class.

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.

See listed writing assignments.	Writing 10 - 20%

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

See listed problem-solving assignments.	Problem solving 20 - 40%

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

Listed assignments; final.	Skill Demonstrations 20 - 40%

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

Multiple choice, True/false, Matching items, Completion, Short answer.	Exams 20 - 30%

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

Attendance and participation; photo lab visit and oral report	Other Category 10 - 20%

Representative Textbooks and Materials:

Milton, Maureen, Interior Design Visual Presentation, John Wiley & Sons, 2005.
Harold Linton, Portfolio Design, W.W. Norton & Company, 2004.
Linda Tain, Portfolio Presentation for Fashion Designers, Fairchild Publications, 2003.
Gregg Berryman, Designing Creative Portfolios, Crisp Learning, 1994.