

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO



COURSE OUTLINE

COURSE TITLE: Professional Practices 3: Project Management

CODE NO. : ADV 361

SEMESTER: 06

PROGRAM: Graphic Design

AUTHOR: Terry Hill

DATE: May 14

PREVIOUS OUTLINE DATED: May 13

APPROVED: "Colin Kirkwood"

June 4/14

DEAN

DATE

TOTAL CREDITS: 3

PREREQUISITE(S): ADV 311

HOURS/WEEK: Meet with professor on a regular basis dependent on student proposal

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*For additional information, please contact Colin Kirkwood, Dean,
Environment, Design, Business
(705) 759-2554, Ext. 2688*

I. COURSE DESCRIPTION:

This course gives students the opportunity to develop a final project in an area of design specialty of their own choosing. Students will be required to propose and execute a professional style presentation. It is the intention of this course to give the students valuable experience and a portfolio piece exemplifying the area of design specialization that will most benefit the individual students own career aspirations in the design field. Students will be required to meet with the professor for this course a minimum of three times throughout the semester. Meeting times will be suggested by the student based on their design project proposals

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Identify design problems, plan, research and document design solutions

Potential Elements of the Performance:

- Use provided documentation structure to document design problem statements
- Develop a project plan to guide design research and creativity
- Demonstrate an ability to follow plan to achieve creative solutions, document design process and record sources for design research
- Demonstrate an ability to defend design solutions by communicating a design rationale for any design project.
- Demonstrate an ability to include user testing methods as required in design process and document the results.
- Use research techniques to fully understand the content and subject matter of the assignment at hand
- Effectively defend design decisions in written form (rationale)

2. Demonstrate the ability to effectively make professional presentations to educate peers on project specifics and area of specialization

Potential Elements of the Performance:

Demonstrate the ability to employ a variety of presentation methods (oral, visual(image), written form) to communicate to audience

- Demonstrate the ability to involve audience in presentation
- Demonstrate the ability to act professionally during a presentation including but not limited to dress, deportment, language, and respect for audience.
- Exhibit a well rounded knowledge regarding the area of design specialization chosen by the student.

Demonstrate the ability to present all work in a clean, professional manner

3. Create design solutions based on gathered information and user testing

Potential Elements of the Performance:

- Use design driven research principles to direct creative solutions
- Use interim testing phases of project to steer design direction

4. Manage a large independent project in terms of time and quality.

Potential Elements of the Performance:

- demonstrate organizational skills such as scheduling, prioritizing, planning, and time management.
- demonstrate the ability to work within project restrictions and time limitations.
- make effective design presentations, as per instructor specifications and research findings regarding directions and quality.

Plan project budgets effectively to ensure project completion

III. TOPICS:

1. Research and design documentation skills
2. Preliminary design stages
3. Layout and design techniques
4. Proposal, rationale and report writing
5. Time and project management skills
6. Professional practices

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Determined by the individual direction of each student's proposal

V. EVALUATION PROCESS/GRADING SYSTEM:

Assignments will constitute 100% of the student's final grade in this course. Assignments will be evaluated according to the following, in accordance with college policies:

This course will be evaluated in terms of a letter grade indicating overall performance in this class.

All assignments are required to be successfully completed to meet the objectives of the course. A missing assignment is equivalent to course objectives not achieved, which results in an "F" (Fail) grade for the course.

Assignment breakdown

Proposal 20% of final grade

Developmental stages 40% of final grade

Final presentations 40% of final grade

Please refer to course handouts for a detailed breakdown of assignments and evaluations.

The following semester grades will be assigned to students:

Grade	<u>Definition</u>	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

DEDUCTIONS – LATES**Lates:**

An assignment is considered late if it is not submitted at the time and date specified by the instructor.

Maximum grade for a late assignment is “C”

Resubmissions

Due to the nature of this course there will not be any opportunity to resubmit assignments. Participants must ensure that the semester long project complies with the expectations outlined in their original project proposals that were accepted by the instructor.

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session. *It is the departmental policy that once the classroom door has enclosed, the learning process has begun. Late arrivers will not be granted admission to the room.*