



2013 Paper Outline

Paper title:	Spatial Design Professional Practice
Paper Number:	224.382
Programmes:	Bachelor of Design (Honours), Bachelor of Design
Compulsory / Elective:	Compulsory
Credit Value:	15
Pre-requisites:	30 224.3xx credits
Co-requisites:	None
Restrictions:	222.481
Semester:	Two
Campus:	Wellington
Online component:	Partially taught online
Hours of Learning:	An average of 10 hours per week
Paper Coordinator:	See Assessment Schedule for Paper Coordinator and contact details.

Prescription:	The legal, financial, business and professional practice of spatial designers.
Learning Outcomes:	Students who successfully complete this paper will be able to: 1. Demonstrate familiarity with a range and diversity of professional practice in spatial design. 2. Demonstrate an understanding of the way these various practices are structured and organised including: their responsibilities to the wider community, in law and in relation to professional ethics; office and human resource management strategies; project management systems. 3. Demonstrate an understanding of how businesses are established and managed including: strategic planning and marketing; business plan development; financial management systems. 4. Formulate well-designed and concise written reports.

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5. Communicate in an articulate and clear manner in spoken presentation.

Content: ---- Law and Business, law and building
---- Professional status and ethics
---- Business management including: new enterprise development, development of business profile and plan; business financial management, development of financial statements, invoicing; strategic business planning and marketing; office management; human resource management
---- Project management including: client engagement, agreements for professional services, financial management, management of risk, project development and documentation, building contracts, and contract administration

Assessment: This paper is internally assessed through assignments on which written feedback and grades will be given.

<u>Assessment 1</u>	50%
Assignment - New Business Proposal	
Learning outcomes 1, 3, 4 and 5.	

<u>Assessment 2</u>	50%
Assignment - Office Field Study	
Learning outcomes 1, 2, 4 and 5.	

Specific requirements for passing the paper:

The University has a requirement for students to achieve an overall minimum C grade; in addition

- Both assessments must be submitted
- All presentations must be attended

Students are expected to meet the stated deadlines for this paper as given in the Assessment Schedule or Project Briefs. Limited extensions may be granted in the event of sickness or unusual circumstances. Requests for an extension should be accompanied by the appropriate written documentation (medical reports etc).

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Assessment Criteria: Specific criteria are detailed on the assessment brief.

Teaching Methods: Seminars, lectures, tutorials, site visits, group and individual assignments.

References: Refer to project briefs and/or Stream website for the paper.

Approval: DQEC 12/293 with revisions; CB 12/309