

## Department of Art Syllabus

- I. ART 484 *Portfolio Development and Professional Internship for Interior Design*, 3 Credit Hours
- II. PRE-REQUISITES: ART 470
- III. TEXTBOOK  
Mitton, Maureen. (2010). *Portfolios for Interior Designers*. Hoboken, NJ. John Wiley & Sons, Inc.
- IV. COURSE DESCRIPTION  
Course focus on professionalism, job search and interview techniques, followed by a period of apprenticeship or observation. Includes 400 hours of on-the-job experience with a professional business specializing in interior design.
- V. RATIONALE  
The internship experience provides opportunities for interior design majors to gain practical experience in the business of interior design, take advantage of networking opportunities, and investigate career options.
- VI. LEARNING OBJECTIVES AND OUTCOMES
  - A. The student will be able to identify the steps involved in contacting a prospective employer, conducting an interview, and appropriate follow-up contact.
  - B. The student will complete 400 work hours under the supervision of the internship employer. This time will be apportioned equally during a time period of no less than seven weeks. No site visits will be made.
  - C. The student will demonstrate professionalism in all phases of the internship experience.
- VII. COURSE TOPICS
  - A. Contacting a prospective employer
  - B. Conducting an Interview
  - C. Mailers
  - D. Expectations of the employers
  - E. Expectations of the faculty supervisor
  - F. 400 Work Hours  
“And whatsoever you do in word or deed, do all in the name of the Lord Jesus” –Colossians 3:17
  - G. Weekly Time Sheets
  - H. Professionalism: Responsible, honest, trustworthy, thorough, attention to detail

## VIII. EVALUATION

*See Department of Art Syllabus Addendum for Grading Scale*

## IX. REFERENCES

- Abercrombie, S. (1990). *A philosophy of interior design*. New York: Harper and Row.
- Assay, Nancy & Patton, Marciann. (2010) *Careers in Interior Design*. New York: Fairchild Books.
- Piotrowski, Christine (2008). *Becoming an Interior Designer, A Guide to Careers in Design*. Hoboken, NJ: John Wiley & Sons, Inc. Most Recent Edition.
- Ballast, David Kent. (2010). *Interior Design Reference Manual*. Belmont, CA: Professional Publications, Inc.
- Belvin, M. (1985). *Design through discovery*. New York: Holt, Rinehart & Winston.
- Jones, Lynn M. and Allen, Phyllis S. (2009). *Beginnings of Interior Environments*. (10<sup>th</sup> Edition). Pearson Prentice Hall.
- Kendall, Gordon T. (2005). *Designing Your Business: Strategies for Interior Design Professionals*. New York: Fairchild Publications.
- Mitton. (2012). *Interior design visual presentation: a guide to graphics, models, and presentation techniques*. (Fourth Edition). John Wiley & Sons, Inc.
- O'Neil. (2008). *Your Attitude is showing*. Upper Saddle River, NJ: Pearson Education.
- Piotrowski, Christine (2008). *Professional Practice for Interior Designers*. Hoboken, NJ: John Wiley & Sons, Inc.