

1.	Programme Title	BA (Hons) Architecture BA (Hons) IDEAs
2.	Unit Title	Preparing for Professional Practice
3.	HE Level	UG 3 - FHEQ Level 6
4.	Unit Code	ARC16302
5.	Credit Value of Unit	15
6.	Unit Type	Mandatory
7.	Unit Tutor	Malachy McAleer

8. Indicative Notional Learning Hours			
Staff – Student Contact		Independent Study Hours	
Classes (e.g. lectures, seminars and supervised group activity)	20	Independent Study (e.g. project development, reading, research and work on online forums)	46
Supervised Access to Resources	10	Preparation for Assessment	40
		Unsupervised Access to Resources	34
Total	30		120

9. Unit Introduction

This is a lecture and seminar-based unit of two strands, focused on entry to the relevant professional body.

1. the Portfolio,
2. the Major Project Report, including study of the principles of practice, management and law (PML).

The purpose of this unit is to reflect on professional development, with particular reference to the work of level 5, with a view to developing a personal portfolio as a record of achievement and as a career management and promotional tool.

The Major Project Report has two components:

1. It is a journal, recording the investigation and analysis, development process, and evaluation of the proposal for the Major Project, critically evaluating issues raised and decisions taken.
2. It also includes the study of issues related to practice, management and law (PML) encountered in the Major Project.

10. Aims of the Unit

- To produce an individual professional portfolio for employment purposes and / or application for postgraduate study;
- To reflect upon the range of evidence that can be utilised and extended for this purpose, reflecting on the expectations of design practice, commercial companies, charities, public and other bodies relevant to future employment;
- To establish knowledge in practice, management and law (PML) in conformity with the current criteria of the relevant statutory and professional bodies;
- To situate individual design process and product in the context of statutory regulation and the optional frameworks that exist in practice management and practice.

- To create an individual critical design report describing the study, analysis and development process leading to the final proposal.

11. Indicative Content

- Visual presentation techniques;
- Formats, graphics, print and web layout;
- Management in creative practices;
- Statutory frameworks in design practice;
- Critical evaluation of practice and the influence of statutory regulation.

12. Unit Learning Outcomes

In order to successfully satisfy the learning outcomes students are required to engage with the process of learning. The learning outcomes refer to developing the following attributes and must be read in conjunction with these:

GA1.2 Ability to apply a range of communication methods and media to present design proposals clearly and effectively;

GA1.3 Understanding of the alternative materials, processes and techniques that apply architectural design and building construction;

GA1.4 Ability to evaluate evidence, arguments and assumptions in order to make and present sound judgments within a structured discourse relating to architectural culture, theory and design;

GA1.5 Knowledge of the context of the architect and the construction industry, and the professional qualities needed for decision making in complex and unpredictable circumstances;

GA1.6 Ability to identify individual learning needs and understand the personal responsibility required for further professional education.

Learning Outcome	Marking Criteria	
On completion of this unit students will have demonstrated:		
For the Portfolio:		
1. the ability to produce a design portfolio that clearly and effectively represents their design projects. The format should be appropriate to its use as a personal marketing tool for furthering career objectives;.	<input type="checkbox"/> Research <input checked="" type="checkbox"/> Analysis <input checked="" type="checkbox"/> Subject Knowledge <input checked="" type="checkbox"/> Experimentation	<input checked="" type="checkbox"/> Technical Competence <input checked="" type="checkbox"/> Communication & Presentation <input checked="" type="checkbox"/> Personal & Professional Development <input checked="" type="checkbox"/> Collaborative and / or Independent Professional working
For the Major Project Report:		
2. a self-directed design process from inception to resolution with reference to professional responsibility. This will	<input type="checkbox"/> Research <input checked="" type="checkbox"/> Analysis	<input checked="" type="checkbox"/> Technical Competence <input checked="" type="checkbox"/> Communication &

<p>include documentation of key steps and rationale for decision making in relation to precedents. (ref: ARB/RIBA GC1.3, GC7.1, GC10.1)</p>	<p><input checked="" type="checkbox"/> Subject Knowledge</p> <p><input checked="" type="checkbox"/> Experimentation</p>	<p>Presentation</p> <p><input checked="" type="checkbox"/> Personal & Professional Development</p> <p><input checked="" type="checkbox"/> Collaborative and / or Independent Professional working</p>
<p>3. understanding of construction technology and sustainability through consideration of appropriate structural, construction, material and environmental systems; (ref: ARB/RIBA GC1.2, GC5.2, GC8.1, GC8.2)</p>	<p><input checked="" type="checkbox"/> Research</p> <p><input checked="" type="checkbox"/> Analysis</p> <p><input checked="" type="checkbox"/> Subject Knowledge</p> <p><input checked="" type="checkbox"/> Experimentation</p>	<p><input type="checkbox"/> Technical Competence</p> <p><input checked="" type="checkbox"/> Communication & Presentation</p> <p><input checked="" type="checkbox"/> Personal & Professional Development</p> <p><input type="checkbox"/> Collaborative and / or Independent Professional working</p>
<p>4. understanding of the construction industry and the interrelationship of its parts; the role and contractual status of individuals and organisations, with particular reference to the architect/designer within the project team. (ref: ARB/RIBA GC6.2, GC7.2, GC7.3, GC11.2)</p>	<p><input checked="" type="checkbox"/> Research</p> <p><input checked="" type="checkbox"/> Analysis</p> <p><input checked="" type="checkbox"/> Subject Knowledge</p> <p><input checked="" type="checkbox"/> Experimentation</p>	<p><input type="checkbox"/> Technical Competence</p> <p><input checked="" type="checkbox"/> Communication & Presentation</p> <p><input checked="" type="checkbox"/> Personal & Professional Development</p> <p><input checked="" type="checkbox"/> Collaborative and / or Independent Professional working</p>
<p>5 ; understanding of the standard terms of appointment and the professional and legal responsibilities, of the architect / designer, with reference to client, builder and co-professionals. understanding of the professional qualities needed for decision making in complex and unpredictable circumstances (ref: ARB/RIBA GC6.1, GC11.2)</p>	<p><input checked="" type="checkbox"/> Research</p> <p><input checked="" type="checkbox"/> Analysis</p> <p><input checked="" type="checkbox"/> Subject Knowledge</p> <p><input checked="" type="checkbox"/> Experimentation</p>	<p><input type="checkbox"/> Technical Competence</p> <p><input checked="" type="checkbox"/> Communication & Presentation</p> <p><input checked="" type="checkbox"/> Personal & Professional Development</p> <p><input checked="" type="checkbox"/> Collaborative and / or Independent Professional working</p>
<p>5. knowledge of the financial basis of development stages of building procurement and cost control in the construction sector, including a critical knowledge of the design parameters and financial implications of generic construction systems and building</p>	<p><input checked="" type="checkbox"/> Research</p> <p><input checked="" type="checkbox"/> Analysis</p> <p><input checked="" type="checkbox"/> Subject Knowledge</p>	<p><input type="checkbox"/> Technical Competence</p> <p><input checked="" type="checkbox"/> Communication & Presentation</p> <p><input checked="" type="checkbox"/> Personal & Professional Development</p>

types and materials; (ref: ARB/RIBA GC10.1, GC10.2)	<input checked="" type="checkbox"/> Experimentation	<input checked="" type="checkbox"/> Collaborative and / or Independent Professional working
6. knowledge of the UK statutory and regulatory framework for the construction industry, including building control, planning and the effects of planning policy, and health and safety; (ref: ARB/RIBA GC4.3, GC10.3, GC11.1)	<input checked="" type="checkbox"/> Research <input checked="" type="checkbox"/> Analysis <input checked="" type="checkbox"/> Subject Knowledge <input checked="" type="checkbox"/> Experimentation	<input type="checkbox"/> Technical Competence <input checked="" type="checkbox"/> Communication & Presentation <input checked="" type="checkbox"/> Personal & Professional Development <input checked="" type="checkbox"/> Collaborative and / or Independent Professional working
7. knowledge of basic principles and emerging trends in the management of architectural practice and project management. (ref: ARB/RIBA GC11.3)	<input checked="" type="checkbox"/> Research <input checked="" type="checkbox"/> Analysis <input checked="" type="checkbox"/> Subject Knowledge <input checked="" type="checkbox"/> Experimentation	<input type="checkbox"/> Technical Competence <input checked="" type="checkbox"/> Communication & Presentation <input checked="" type="checkbox"/> Personal & Professional Development <input checked="" type="checkbox"/> Collaborative and / or Independent Professional working

Please see the Project Brief for a more detailed explanation of the relationship between learning outcomes and marking criteria.

13. Learning and Teaching Methods

This unit will be delivered using a combination of:

- Briefings
- Lectures
- Project work
- Seminars
- Workshops
- Group work
- Online activity
- Individual Presentations and critiques
- Group presentations and critiques
- Self-directed independent study
- Other (describe below)

14. Assessment

Indicative Assessment Tasks

1. A personal design portfolio
2. PML Report related to Major Project (drawings, diagrams, schedules and max. 3,000 words text)

Assessment Structure

The assessment for this unit is weighted. In element-based assessment, you must achieve at least an E grade in each element, and an aggregate grade of at least D- in the overall unit. Failure (F, or F-), or non-submission in any element defaults to Fail for the unit.

This unit is assessed through two elements, weighted as follows:

- Portfolio 40%
- MPL Report related to Major Project 60%

All learning outcomes must be achieved to pass this unit.

15. Reading and Resource List

Bowden, J. (2004) *Writing a report: how to prepare, write and present effective reports* Oxford: How to Books.

Cousins , M (2015) *Architect's Legal Pocket Book* 2nd Edition Routledge

Gravett, S. (1998) *The Right Way to Write Reports: That are Accurate, Clear, Concise and Effective* Tadworth: Right Way

[Ostime](#), N. (2013) *Handbook of Practice Management* [RIBA Publishing](#)

[Ostime](#), N. (2013) *RIBA Job Book* [RIBA Publishing](#)

Further Reading and Resources

Further reading and resources will be identified in your Unit Handbook / Project Brief.