

**Bergen Community College**  
**Division of Math, Science and Technology**  
**Department of Industrial & Design Technology**

**Course Syllabus**  
**DFT 265 Architectural Practice and Planning**

Semester and year:  
Course Number:  
Meeting Times and Locations:

Instructor:  
Office Location:  
Phone:  
Office Hours:  
Email Address:

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**COURSE DESCRIPTION:**

DFT 265 Architectural Practice and Planning is designed to provide a student with basic practical, technical, and contractual guidelines for working in a professional architectural environment. Among the topics covered are building codes, zoning, plot and site planning, accessible facilities, construction materials, and architectural presentations.

2 lectures, 2 labs, 3 credits

Prerequisites: DFT 207 Drafting II, DFT 208 Engineering Graphics

Co-requisites: DFT 262 Architectural Drafting

**STUDENT LEARNING OBJECTIVES:**

As a result of meeting the requirements in this course, students will be able to:

Student performance on these objectives will be measured by:

1. Identify the design process.	Site analysis, case study and preliminary design drawings for a small residential project.
2. Identify the construction process.	Drawings of the small residential project.
3. Differentiate the building process from organizational planning through construction completion.	Coordinated final designs and drawings produced in the DFT-262 Architectural Drafting Course.
4. Examine the role of the architect and the operation of the practice in building design and construction.	Exam questions.

COURSE CONTENT:            TOPIC

From Lecture notes (See course calendar)

TEXTBOOK:                    None required

Suggested Resources:        Ching, Francis. D.K., Building Construction Illustrated 4<sup>TH</sup> Ed., Van Nostrand Reinhold, New York, 2008

Stein & Reynolds, Mechanical and Electrical Equipment for Buildings, 11<sup>th</sup> Ed. John Wiley and Sons, New York, 2010

EVALUATION:

Midterm Exam . . . . .	25%
Final Exam. . . . .	25%
Class Attendance & Participation . . . .	10%
Projects –	
a. Design . . . . .	20%
b. Presentation & Drafting Quality . .	20%
TOTAL . . . . .	100%

ATTENDANCE POLICY:

Attendance will be taken twice during each class period. The first attendance for the lecture portion of the class will be at the beginning of each class. The second attendance, for the laboratory portion of the class will be taken at 11:30 a.m. for classes beginning in the morning, 5:15 p.m. for classes beginning early afternoon, and 9:45 p.m. for evening classes.

If a student is absent from the lecture portion of the class, it will be recorded as an absence for the entire class period. If a student is absent from the laboratory portion of the class, it will be recorded as an absence from that portion of the class only.

A letter grade will be deducted from the class participation portion of your final grade for each absence beyond three absences from either portion of a class period.

SPECIAL NOTES:

**A final grade cannot be assigned for the course until all drawings, projects and examinations for the course have been completed.**

Make-up examinations will be administered in accordance with the instructor's and division's policy.

FACULTY ABSENCE PROCEDURE: Please note well.

A daily listing will appear in the glass case located in the main hall A bldg. which will indicate all classes which are cancelled. Students can consult this case before going to class. If students find a class cancelled which has not been listed, they should report this to the divisional dean's office (A325) or to the evening/Saturday office (L113).

CALENDAR:

<u>Class Meeting</u>	<u>Date</u>	<u>Topics</u>
1.	_____	Introduction, design process
2.	_____	Program analysis
3.	_____	Site analysis and planning
4.	_____	Zoning & building
5.	_____	Individual room planning, Form and function
6.	_____	Working in three dimensions Elevations and spaces
7.	_____	Midterm Exam
8.	_____	Designers – architects and Engineers
9.	_____	Scheduling and beginning the project
10.	_____	Contracts, change orders, payments
11.	_____	Safety and labor relations
12.	_____	Finishing the project
13.	_____	Open Lab
14.	_____	Open Lab
15	_____	Final exam

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All BCC students enrolled in credit courses are entitled to a WebAdvisor account. With WebAdvisor, you may register online, check your schedule, room assignments, GPA, and find out what courses you need to take. To find out more about WebAdvisor or to sign up online, visit <http://go.bergen.edu>! While there, please make sure you give us your preferred email address. You'll find directions how to do this at <http://go.bergen.edu/email>.