

**SOUTHEAST MISSOURI STATE UNIVERSITY
COURSE SYLLABUS**

Department of **Human Environmental Studies**
Course Title: **Professional Practice in Interior Design I**

Course Number: **DS450**
Revision of HI420: **Fall 2008**

I. Catalogue Description and Credit Hours

The study of the techniques and processes employed by the interior designer in the establishment of professional relationships and practices. **(3)**

II. Prerequisite(s)

DS412 or DS413

III. Purposes or Objectives of Course

- A. Explain the procedures involved in attaining professional interior design certification.
- B. Analyze legal and ethical situations related to the interior design profession.
- C. Differentiate and assess the procedures involved in the establishment of an interior design practice.
- D. Develop an understanding of organizational planning, management, and accounting procedures that relate to interior design.
- E. Specify marketing and selling strategies to further develop the interior design practice.

IV. Expectations of Students

- A. Participate in class discussion and field trips,
- B. Satisfactorily complete all written assignments.
- C. Pass five written examinations.

V. Course Outline or Content

Hours

- | | |
|--|-----------|
| A. The Profession of Interior Design | 9 |
| 1. Interior Design as a profession | |
| 2. Professional preparation and certification | |
| 3. Ethics and professional responsibility | |
| 4. Legal responsibilities | |
| 5. Personal goals | |
| 6. Professional options and design specialties | |
| B. Establishing an Interior Design Practice | 12 |
| 1. Creating a new Interior Design practice | |
| 2. Advice and counsel | |
| 3. Business formations | |
| 4. Business legal filings and licenses | |
| 5. Preparing the business plan | |
| C. Growing the Practice | 12 |

1. Practice organization and management
2. Strategic planning
3. Human resource management
4. Legal issues of employment
5. Basic financial accounting
6. Financial management

D. Marketing and Business Development 12

1. Marketing Interior Design services
2. Promoting the Interior Design practice
3. Additional Promotional methods
4. Selling strategies
5. Design Presentations

* Total class hours = 45

VI. Textbook(s) and/or Other Required Materials or Equipment

Piotrowski. (2008). Professional Practice for Interior Designers, 4th Ed. Hoboken, NJ: John Wiley and Sons.

VII. Basis for Student Evaluation

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|--|------------|
| A. Class assignments | 10% |
| B. Five written examinations | 80% |
| C. Class participation and field trips | 10% |

Note: The weight of the evaluation criteria may vary according to each instructor and will be communicated at the beginning of the course.

VIII. Academic Policy Statement

Students will be expected to abide by the **University Policy for Academic Honesty** regarding plagiarism and academic honesty. Refer to:

<http://www6.semo.edu/judaffairs/code.html>

IX. Student with Disabilities Statement

If a student has a special need addressed by the **Americans with Disabilities Act (ADA)** and requires materials in an alternative format, please notify the instructor at the beginning of the course. Reasonable efforts will be made to accommodate special needs.