Alexandria Technical and Community College

IDES 2633: Professional Practices

A. COURSE DESCRIPTION

Credits: 3
Lecture Hours/Week: 3
Lab Hours/Week: *.*
OJT Hours/Week: *.*

Prerequisites:
This course requires the following prerequisite
IDES 2600 - Furniture: Style & Construction

Corequisites: None

MnTC Goals: None

This course explores all aspects of the design practice industry. Special skills needed by the designer to pursue a successful practice are emphasized. Skills explored include entering the field through professional employment techniques, working within design firms, dealing with clients, and processing paper work. Portfolio and resume development is completed. Prerequisite: IDES2600

B. COURSE EFFECTIVE DATES: 01/30/1998 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Professional conduct and etiquette.
2. Code of ethics as it relates to the interior design industry.
3. Sales and marketing.
4. Components of starting a business from a business plan, business formation, and professional assistance.
6. Mark-ups, discounts, profit margins, and other pricing considerations.
7. Work orders, estimates, purchase agreements, and invoices.
8. Project coordination.
9. Portfolio and resume development.

D. LEARNING OUTCOMES (General)

1. The learner will learn the industry related pricing, ordering and project management.
2. The learner will compile a personalized portfolio of work.
3. The learner will learn the manner of doing the business of interior design, business structure, processes and relationships, and financial considerations.
4. The learner will develop a written, verbal and visual professional image.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus
G. SPECIAL INFORMATION

None noted