



ARCH499 SUMMER PRACTICE II_ARCHITECTURAL OFFICE – Assessment Guideline

Assessment

Assessment is based on the following criteria:

- 1) Student Evaluation by Company Supervisor (SE)

- 2) ARCH499 Summer Training Report (STR) (**%100** of total grading)

STR should contain the following in a comprehensive manner:

- a. Descriptive information about the architectural office; office team and its organization

- b. Daily Work-Log
 - Information about the office procedures to be documented at least twice a week
 - Observations in project development: Relations between different phases and scales of project development; contributions of various disciplines into the process of project development
 - Participation in project development
 - Personal evaluations on both the project development and training processes

STR will be evaluated on the basis of the following criteria:

Quality of Written Documentation (**%35** of total grading)

Quality of Visual Documentation (**%65** of total grading)

All the visual documentation of your contribution in project development; architectural drawings; photographs

Grading:

In order to successfully complete ARCH 499 **Summer Practice II_Architectural Office**, students must receive at least 3 points from 1.c and 1.d of SE, and complete minimum of 10 points in total from SE. Students who fail to do so are considered as “Unsuccessful” and receive F letter grade at the end of the semester. Students who are “Successful” (who receive at least 3 points from 1.c and 1.d of SE, and complete minimum of 10 points in total from SE) are eligible to submit their summer training report (STR). The STR grade, of which 35% comes from the quality of written documentation and 65% comes from the quality of visual documentation, constitutes the overall end-of-semester grade.

Letter Grades:

Students who are “Unsuccessful” by SE or STR receive U (Unsuccessful) letter grade.