

**TED UNIVERSITY DEPARTMENT OF ARCHITECTURE
ARCH399 SUMMER PRACTICE I_CONSTRUCTION SITE – Assessment Guidelines**

Assessment is based on the following criteria:

- 1) Intern Evaluation Form** by Company Supervisor (Pre-condition)
- 2) Summer Practice Report** (%100 of total grading)

Summer Practice Report (SPR) should contain the following in a comprehensive manner:

- a. Descriptive information about the construction/restoration/archaeological excavation site; construction/restoration/excavation team and its organization; construction/restoration/excavation equipment
- b. Daily Work-Log
 - Information about the construction/restoration/excavation processes to be documented at least twice a week
 - Personal evaluations on both the construction/renovation/restoration and training processes
 - Work items, machinery and building materials lists

While preparing SPR, students are expected to consult on the lists provided to guide them for identifying (i) construction works, (ii) machinery, (iii) labor, and (iv) building materials used in construction sites. Students are expected to employ a vocabulary of these items to document construction processes in SPR. Students should aim at observing at least 10 items from each list throughout their summer practice. The aforementioned four lists with observed items marked (and new items added) must be submitted in the appendix of SPR.

Evaluation:

1) Students must submit the **Intern Evaluation Form (IEF)** to the company supervisor on the first day of their summer practice. Upon completion of a student's summer practice, the company supervisor must fill, stamp and sign the IEF and deliver it to the Internship Coordinator via email.

In order to successfully complete ARCH 399 Summer Practice I_Construction Site, students must

- receive at least 3 points from 1st and 5th items of IEF,
- receive complete minimum of 13 points in total from IEF,
- attend at least 30 workdays of practice.

Students who fail to do so are considered "Unsuccessful" and receive F (fail) grade at the end of the semester.

2) SPR grade of students, who receive at least 3 points from 1st and 5th items of IEF, complete minimum of 13 points in total from IEF, and satisfy 30 workdays of attendance, will be evaluated according to:

- Quality of Written Documentation **%35** of total grading
Description of the construction/restoration/archaeological excavation site, construction/restoration/excavation team and its organization; terminology of works, labor, equipment and materials; sequence of works; phases and duration of construction/renovation/restoration processes
- Quality of Visual Documentation **%65** of total grading
Architectural drawings of the construction/restoration/archaeological excavation site; site photographs documenting daily process, equipment and machinery; sketches of system details or joints; all the visual documentation of your contribution and evaluations

Students who receive a minimum of 50 points from 100 points will be considered "Successful" and receive P (pass) grade at the end of the semester.