

Course Code	Course Name	Year/Semester	Theory	Practice	Credits	ECTS
IAED 3003	INTERNSHIP I	2023-2024/Fall	0	2	1	5

**Level of Course:** Undergraduate

**Course Type:** Core Course

**Language of**

**Instruction:** English

**Course Time:** Thursday 13.30-15.30

**Office Hours:** -

**Course classroom:** BB-74

**Mode of Delivery:** Presentation, Assignments

**Prerequisites and**

**Co-requisites:**

**Course Coordinator:** Asst. Prof. Dr. M. Uğur Kahraman

**Name of Lecturer(s):** Asst. Prof. Dr. M. Uğur Kahraman

**Course Teaching**

**Assistant:** Res. Asst. Ferhat Koyuncu

**Course Objectives:**

To improve the professional experience of students working 5 hours a day in an interior architecture worksite or workshop or similar establishments, focusing on the perspective of the customer and interior architect.

**Course Description:** Students will complete 30 days in summer. Students will experience in interior architecture or related fields such as interior design, exhibition design, set and lighting design, retail and product design and interior conservation which provides them with real-life experiences, preferably at a supervisory level, that cannot be simulated in the classroom. Interns are to be evaluated by an academic supervisor as well as the internship coordinator on a regular basis.

**Learning Outcomes:** Upon successful completion of the course, students will be able to:

- Describe how design processes are reflected in real-life situations
- Identify and analyze approaches of their customer or manager during work
- Accomplish specific tasks assigned to them through their immediate supervisors/managers
- Recognize the different expectations of supervisors/managers
- Find and propose potential solutions to various managerial problems experienced with staff and purveyors
- Apply persuasive communication skills when dealing with people within the work environment including customer

**Language:**

The studio classes and discussions will be in English. Developing your verbal language skills will be very important in acquiring the disciplinary terminology as well as daily communication at

the class.

**Text Books:**

**Recommended Text  
Books:**

**For the Terminology:**

**Reading Text Books:**

**Planned Learning  
Activities and Teaching  
Method:**

**Learning/Teaching Method:** The expected learning outcomes for the course will be assessed through: Homework submission during students' internship period, presentation of what students learnt in the construction site, and feedback.

**Class Participation:** Regular attendance of all enrolled classes is expected. Do not be late to the class. At the end of the Semester, your attendance will be reported on UBS system. Attendance is compulsory and in case of absenteeism of more than **20% for the practice, the system will automatically grade you "FF"**. If you miss a class, it is your responsibility to 'make up' all work, including items discussed in class. Class contribution will be measured in terms of quality not quantity.

**Academic integrity & plagiarism:** Academic integrity is the pursuit of scholarly activity based on the values of: honesty, trust, fairness, respect and responsibility. Practicing academic integrity means never plagiarizing or cheating, never misrepresenting yourself, never falsifying information, never deceiving or compromising the work of others. Basically, this means, either intentionally or unintentionally, using the words or ideas of someone else without giving credit, it's strictly forbidden.

**Course Text books:** There is no specific textbook for this course.

**Specific Rules:**

1. Be punctual. Punctuality is a sign of respect toward yourself and the others.
2. Show respect for all the people and property around you.
3. Be responsible for your actions and meet all expectations.
4. Follow directions the first time they are given.
5. Students should raise their hand to signal a question or to answer a question.
6. Students should use the Internet at school for academic purposes only.
7. It is forbidden to record classes with any type of device.



**Communication:** Students are encouraged to visit the professor during their Office Hours. If you cannot make it to announced office hours, please make individual arrangements via e-mail. However, do not expect the professor and the research assistant to respond at length via e-mail to questions of content, definition of terms, grading questions etc. If you have a question that requires a substantive response, please set up an appointment to speak with one of us.

**Course Contents\*:  
(Weekly Lecture Plan)**

Date	Week	Chapter Topic	Take-home exercise
05.10.23	1	Introduction to The Course	
12.10.23	2	Presentation (Group 1)	
19.10.23	3	Presentation (Group 2)	
26.10.23	4	Presentation (Group 3)	
02.11.23	5	Presentation (Group 4)	
09.11.23	6	Presentation (Group 5)	
16.11.23	7	Presentation (Group 6)	



	8	- MIDTERM WEEK	
30.11.23	9	Presentation (Group 7)	
07.12.23	10	Presentation (Group 8)	
14.12.23	11	Presentation (Group 9)	
21.12.23	12	Presentation (Group 10)	
28.12.23	13	Presentation (Group 11)	
04.01.24	14	Presentation (Group 12)	
		<b>FINAL EXAM</b>	

\* PLEASE NOTE: Details of the syllabus and course schedule are subject to minor changes that will be announced in class.

**Grading:** Midterm and final exam responses will be evaluated for accuracy, thoughtfulness and clarity.

Assignments will be evaluated for content, quality of ideas and clarity of presentation (including all necessary materials). **If total assessment grade is lower than 50, student need to repeat the course.**

Assessment Methods and Criteria :	METHODS	EFFECTS ON GRADING
	Internship process presentation	60%
Attendance/ Interaction	40%	

ECTS Workload Table :	ACTIVITIES	NUMBER	HOUR	WORKLOAD
	Lecture / Presentations	12	2	24
	Preparation for Presentation	1	4	4
	Internship Report	1	10	10
	Internship Report Submission	1	2	2



Weekly Homework	6	14	84
<b>Total workload/25</b>			<b>124/25</b>
<b>ECTS</b>			<b>5</b>

#### GRADING AND EVALUATION

The students' progress will be evaluated throughout the semester. Students' grades point lower **than 50** will be considered as failed.

Grade Scale:

GRADE	MARKS	VALUE	GRADE	MARKS	VALUE
A+			C+	60-64	2.40
A	95-100	4.00	C	55-59	2.20
A-	85-94	3.70	C-	50-54	1.70
B+	80-84	3.30	D+	45-49	1.30
B	75-79	3.00	D	40-44	1.00
B-	65-74	2.70	F	0-39	0.00