
Site Visit

Student Work Display

The curriculum is regarded by the Council for Interior Design Accreditation (CIDA) as the core of the interior design program and must present the common body of knowledge in interior design as reflected in the Educational Program Standards (1-8). Student work provides evidence of student learning and is a major source for the visiting team evaluation of the educational program. To prepare for this part of the visit, the program must arrange a display of student work for the team to review. The work should be available throughout the visit. It is preferable to schedule faculty and student interviews in the same area as the student work display. Student interviews can serve as evidence of student learning, particularly for indicators that require a knowledge or understanding level of achievement.

Required levels of student learning are expressed in indicators. Indicators are performance criteria used to evaluate compliance with CIDA Standards (see Professional Standards 2006). Indicators use inputs and outcomes as a basis for evaluation. For further description of how inputs and outcomes are used for evaluation, refer to the Understanding inputs and outcomes as tools for evaluation, Resources Section, page X-6.

The display should include:

Course information located with the work produced from that course. Organize materials for each course in a binder, or otherwise bound, with the course name and number clearly labeled on the cover.

- Course syllabi and handouts (include course description and schedule/outline)
- Assignments including purpose/objectives and requirements (locate with examples of results from each assignment/project)
- Blank exams or tests
- Required course texts (not necessary to bind with other materials) and/or custom published documents prepared by the instructor (copies of any other reading assignments may also be helpful)
- Instructions for accessing any digital student work and the names of digital assignments/projects (refer to Digital Student Work, page VI-X).

Evidence of student learning (such as results of assignments, exercises, etc.):

- Evidence of design process such as matrixes, bubble diagrams/schematics, sketches/drawings, study models, concept development, exploration of a variety of design ideas, design refinement, etc.
- 2 and 3-D basic creative work
- Drafting, CAD, drawings, perspectives
- Design proposals
- Programming documents
- Detailing and working drawings
- Business documents
- Papers, completed exams, and/or a compilation of exam results for history, theory, etc.
- Any other examples of program outcomes that demonstrate achievement for Educational Program Standards (1-8) (could be: on boards; in digital format; in booklets, folders, notebooks, 3-D models; computer videos; videos of oral presentations, etc. Include examples of all formats used.)

Site Visit

Student work on display must:

- Be arranged in progression according to the sequence followed in the program. Progression or sequencing can be made clear in a number of ways such as arranging courses by freshman level, sophomore level, etc. or placing major interior design studio courses in sequence with supporting courses in sequence in another area. Identify each course by name, number, and published course description.
- Be actual work completed in courses for the program being reviewed. Work completed by transfer students while at another school should not be included unless the courses transferred are officially part of the interior design curriculum through a cooperative agreement between the two schools. This work should be clearly identified.
- Represent all required courses that address the Standards, including courses that are taken in other departments.
- Include multiple examples of all types of work produced by a variety of students.
- Be current, from the past 3 years. Each project must be dated.
- Be arranged on vertical and/or horizontal surfaces or electronically, as appropriate or available.

The program should not make available to the visiting team any material of a confidential nature. The team will not grade student projects nor will they be interested in the final grades instructors have given.

The team will spend Saturday and Sunday evaluating student work. It is helpful to provide a brief orientation to the student work display Saturday before leaving the team to conduct the review. The visiting team may also view work in progress during studio visits. As a result of reviewing student work, the team may ask questions about particular projects or courses, request help in locating examples of outcomes for specific standards, or request additional work.

Digital student work:

The program has the option of including digital student work in the display, if the student work (assignments, exercises, projects, etc.) was originally submitted digitally in a course. Student work that was originally submitted in a physical form (such as: paper, boards, booklets, folders, notebooks, 3-D models, etc.) must be displayed in that physical format. Regardless of original format, construction documents, specifications, and finish materials may not be displayed digitally.

If a program chooses to display digital student work, a minimum of two computers must be provided in the display area to facilitate the visiting team's review. All computers provided for the review of digital student work must be equipped with identical hardware, software, and files. Additionally, computer monitors must be large enough to facilitate the visiting team's review.

It is the responsibility of the program to ensure that all hardware and software used to display digital student work is functioning properly for the duration of the site visit. A backup of all digital student work must be available in the event of any hardware or software malfunctions. Additionally, a faculty member or program representative must be available to provide technical support to the visiting team.

It is the responsibility of the program to ensure that individuals with basic computer skills are able to navigate digital student work on display with minimal instruction. The program has the option of organizing digital work in folders on the computer's hard drive or in HTML format. The program may not provide the visiting team with a CD or other device that contains digital student work.

Site Visit

When organizing digital work in folders, the program must:

- Create a main folder called Digital Student Work to hold all digital student work.
- Create separate folders for each course with digital work for display within the main folder. These digital folders should be saved by course name and number and be consistent with course binders. The corresponding course binder must include instructions for accessing the digital work, as well as the name of each assignment/project included in the digital folder.
- Save digital assignments/projects in the appropriate digital course folder. Assignments/projects must be saved by name and be consistent with the project/assignment names listed in the course binder. If multiple projects from one course are displayed, separate folders must be created for each project. Digital student work must be displayed in PDF format. Projects that consist of multiple portions or sections should be displayed as one PDF file.
- Create a file tree showing how digital student work is organized for the visiting team.

When organizing digital work in HTML format, the program must:

- Create a homepage that lists each course, by name and number, with digital student work for display. Course names and numbers must be consistent with course binders.
- Course names and numbers listed on the homepage must be hyperlinks that take the user to a course webpage. The corresponding course binder must include instructions for accessing the digital work, as well as the name of each assignment/project included on the course webpage.
- Each course webpage must include a list of all assignments/projects on display for the course. These assignments/projects must be listed by name and be consistent with the project/assignment information in the course binder.
- The name of each assignment/project must be a hyperlink that allows the user to view the digital project/assignment.