BLAR13051 *Design Documentation*
Term 3 - 2021

All details in this unit profile for BLAR13051 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

This unit will focus on developing skill required for successful project briefing and design phase development. It will require the establishment of a project brief and a demonstrated understanding of activities required as a part of the design phase of a project. Determining client needs; Establishing the project brief; Developing tools for developing and communication options throughout design phase of a project; Coordination and involvement in the design team; Developing communications mechanisms for design phases; Developing and maintaining a continuous learning strategy for practice as a design professional.

Details

Career Level: *Undergraduate*
Unit Level: *Level 3*
Credit Points: *6*
Student Contribution Band: *8*
Fraction of Full-Time Student Load: *0.125*

Pre-requisites or Co-requisites

Prerequisite: BLAR13037 Building Design 2
Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure (Higher Education Coursework)](#).

Offerings For Term 3 - 2021

- Online

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

Regional Campuses

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

Metropolitan Campuses

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Written Assessment**
Weighting: 40%
2. **Presentation and Written Assessment**
Weighting: 35%
3. **Presentation and Written Assessment**
Weighting: 25%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the University's Grades and Results Policy for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the CQUniversity Policy site.
You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the CQUniversity Policy site.

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Unit Evaluation Survey

Feedback

Students found the ability to progress in a single design project throughout the semester very enjoyable and engaging.

Recommendation

We continue to develop assessment items around the various stages of a single design project.

Feedback from Unit Evaluation Survey

Feedback

Comments were made about the site for the design project being small and creating constraints for students to design or ending up with final designs that are more or less similar to one another.

Recommendation

We review the options of either offering students freedom to choose their own building site or providing a larger site for the project.
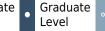
Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Formulate a strategy for obtaining the information required for a client brief and a design brief
2. Produce design documentation including drawings from a site plan and brief
3. Develop a continuous learning strategy as a design professional
4. Solve routine and unfamiliar problems using information, technology, logic and ethical decision making
5. Practice personal and interpersonal skills
6. Use effectively a range of appropriate communication modes.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

| — N/A Level | ○ Introductory Level | ○ Intermediate Level | ● Graduate Level | ○ Professional Level | ○ Advanced Level |

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
1 - Written Assessment - 40%	●	●	●	●	●	●
2 - Presentation and Written Assessment - 35%	●	●	●	●	●	●
3 - Presentation and Written Assessment - 25%	●	●	●	●	●	●

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
1 - Communication	•	•	•	•	•	•
2 - Problem Solving	•	•	•	•	•	•
3 - Critical Thinking	•	•	•	•	•	•
4 - Information Literacy	•	•	•	•	•	•
5 - Team Work						
6 - Information Technology Competence	•	•	•	•	•	•
7 - Cross Cultural Competence						
8 - Ethical practice	•	•	•	•	•	•
9 - Social Innovation						
10 - Aboriginal and Torres Strait Islander Cultures						

Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Written Assessment - 40%	•	•	•	•		•				
2 - Presentation and Written Assessment - 35%	•	•	•	•		•		•		
3 - Presentation and Written Assessment - 25%	•	•	•	•		•		•		

Textbooks and Resources

Textbooks
BLAR13051

Prescribed

AS 1100.301-2008: Technical drawing Part 301: Architectural drawing (Incorporating Amendment No. 1)
Edition: Reconfirmed 2018 (2008)
Authors: Committee ME-072, Technical Drawing
SAI Global Limited under licence from Standards Australia Limited
Sydney , NSW , Australia
ISBN: 0733789560
Binding: Hardcover
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Prescribed

BUILDING DESIGNERS PROFESSIONAL PRACTICE PACKAGE: Risk management manual
(2003)
Authors: Building Designers Association of Australia
Building Designers Association of Australia
Mayfield West , NSW , Australia
Binding: Hardcover

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- MS Office or equivalent software
- USB Headset (microphone and speaker)
- Web Camera (webcam)

Referencing Style

All submissions for this unit must use the referencing style: Harvard (author-date)
For further information, see the Assessment Tasks.

Teaching Contacts

Neda Abbasi Unit Coordinator
n.abbasi@cqu.edu.au

Schedule

Week 1 - 08 Nov 2021		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Topic 1: Introduction to Design Documentation		
Week 2 - 15 Nov 2021		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Topic 2: Developing the Client Brief		
Week 3 - 22 Nov 2021		

Module/Topic	Chapter	Events and Submissions/Topic
Topic 3: Design Considerations and Requirements for the Elderly Population		

Week 4 - 29 Nov 2021

Module/Topic	Chapter	Events and Submissions/Topic
Topic 4: Developing the Project Brief		

Vacation Week - 06 Dec 2021

Module/Topic	Chapter	Events and Submissions/Topic
There is no online session this week, enjoy the term break!		

Week 5 - 13 Dec 2021

Module/Topic	Chapter	Events and Submissions/Topic
Topic 5: Design Issues in Residential Aged Care Facilities		

Week 6 - 20 Dec 2021

Module/Topic	Chapter	Events and Submissions/Topic
Topic 6: Assessing and Developing Design Solutions		**Assessment 1, Part A, is due in Week 6 (23rd of December 2021).** **Assessment 1 (A1)** Due: Week 6 Thursday (23 Dec 2021) 11:45 pm AEST

Vacation Week - 27 Dec 2021

Module/Topic	Chapter	Events and Submissions/Topic
There is no online session this week, enjoy the term break!		

Week 7 - 03 Jan 2022

Module/Topic	Chapter	Events and Submissions/Topic
Topic 7: Design Drawing and Presentation		**Assessment 1, Part B, is due in Week 7 (7th of Jan 2022).**

Week 8 - 10 Jan 2022

Module/Topic	Chapter	Events and Submissions/Topic
Student design project discussion/consultation session		

Week 9 - 17 Jan 2022

Module/Topic	Chapter	Events and Submissions/Topic
Topic 8: Technologies and Building Design Practices		

Week 10 - 24 Jan 2022

Module/Topic	Chapter	Events and Submissions/Topic
Topic 9: Evaluation and Reflection - Learning from the Design Project		**Assessment 2 (A2)** Due: Week 10 Friday (28 Jan 2022) 11:45 pm AEST

Week 11 - 31 Jan 2022

Module/Topic	Chapter	Events and Submissions/Topic
Design review and presentation (A3)		**Assessment 3, Part A, is due in Week 11 (4th of Feb 2022).** **Assessment 3 (A3)** Due: Week 11 Friday (4 Feb 2022) 11:45 pm AEST

Week 12 - 07 Feb 2022		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Topic 10: Overview of Design Documentation		
Exam Week - 14 Feb 2022		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
		Assessment 3, Part B, is due in Exam Week (18th of Feb 2022).

Assessment Tasks

1 Assessment 1 (A1)

Assessment Type
Written Assessment

Task Description
Assessment 1 addresses learning outcomes no.1 and no.2 with implications for the learning outcome no.3. It supports you in developing generic skills related to learning outcomes no.4 to no.6. For this assessment item, you will develop a Client and Project Brief for a residential aged care building. You will be required to examine the issues and requirements regarded as important to the design process and identify the client's responses to them. Upon selection of a proper site for your building, you will prepare a project brief for the design of the building. You will undertake a site analysis and gather all the information required as identified in the study guide as part of the brief development process. You will develop schematic diagrams and generate preliminary site and floor plans. Assessment 1 includes two parts; A and B. Part A is to be submitted in Week 6 of the term via Assessment portal on the Moodle page of the unit. Part B is to be submitted in Week 7 of the term via Design Critique Forum for Assessment 1 on the Moodle page of the unit.

Assessment Due Date
Week 6 Thursday (23 Dec 2021) 11:45 pm AEST
Submit via the assessment portal on the Moodle home page

Return Date to Students
Week 8 Thursday (13 Jan 2022)

Weighting
40%

Assessment Criteria
The assessment will address the following attributes:

- Clarity of expression and comprehensive coverage of issues
- Demonstration of an understanding of all issues raised in the study guide
- Use of quality supporting documentation
- Use of original thought and content
- Overall presentation and ability to communicate using correct spelling, grammar and punctuation and the use of appropriate diagrams and other graphics
- Demonstration and application of core knowledge.

Your assessment should be produced in electronic format.
Before or on the nominated due date, upload your work following the on-screen instructions.
Your submission will be processed through the similarity detection software, Turnitin. You may amend your work based on the detection report.
You must ensure that the submission is your own and that any cited work has been correctly referenced as per the CQU requirements.

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
Submit a single PDF file to Moodle

Learning Outcomes Assessed

- Formulate a strategy for obtaining the information required for a client brief and a design brief
- Produce design documentation including drawings from a site plan and brief
- Develop a continuous learning strategy as a design professional
- Solve routine and unfamiliar problems using information, technology, logic and ethical decision making
- Practice personal and interpersonal skills
- Use effectively a range of appropriate communication modes.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

2 Assessment 2 (A2)

Assessment Type
Presentation and Written Assessment

Task Description
Assessment 2 addresses learning outcomes no.1, no.2, and no.6 with implications for the learning outcome no.3. It supports you in developing generic skills related to learning outcomes no.4 and no.5. For this assessment, you will refine the preliminary site and floor plans and prepare detailed drawings for a planning submission i.e. a fully detailed site plan, fully dimensioned and detailed floor plans, elevations and one section through the building.

Assessment Due Date
Week 10 Friday (28 Jan 2022) 11:45 pm AEST
Submit via the assessment portal on the Moodle home page

Return Date to Students
Week 12 Friday (11 Feb 2022)

Weighting
35%

Assessment Criteria
The assessment will address the following attributes:

- Clarity of expression and comprehensive coverage of issues
- Demonstration of an understanding of all issues raised in the study guide
- Use of quality supporting documentation
- Use of original thought and content
- Overall presentation and ability to communicate using correct spelling, grammar and punctuation and the use of appropriate diagrams and other graphics
- Demonstration and application of core knowledge.

Your assessment should be produced in electronic format.
Before or on the nominated due date, upload your work following the on-screen instructions.
Your submission will be processed through the similarity detection software, Turnitin. You may amend your work based on the detection report.
You must ensure that the submission is your own and that any cited work has been correctly referenced as per the CQU requirements.

Referencing Style

- [Harvard (author-date)](#)

Submission
Online

Submission Instructions
Submit a single PDF file to Moodle

Learning Outcomes Assessed

- Formulate a strategy for obtaining the information required for a client brief and a design brief
- Produce design documentation including drawings from a site plan and brief
- Develop a continuous learning strategy as a design professional

- Solve routine and unfamiliar problems using information, technology, logic and ethical decision making
- Practice personal and interpersonal skills
- Use effectively a range of appropriate communication modes.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

3 Assessment 3 (A3)

Assessment Type
Presentation and Written Assessment

Task Description
Assessment 3 addresses learning outcomes no.4 to no.6 with implications for the learning outcome no.1 to no.3. This assessment includes a presentation of your client and design briefs and design drawings as well as reviews of two of your fellow students' design submissions. The assessment includes two parts; A & B. Part A is to be submitted in Week 11 of the term via Assessment portal on the Moodle page of the unit. Part B is to be submitted in the Exam Week via Design Review Forum for Assessment 3 on the Moodle page of the unit.

Assessment Due Date
Week 11 Friday (4 Feb 2022) 11:45 pm AEST
Submit via the assessment portal on the Moodle home page

Return Date to Students

Within two weeks of submission but before the certification of grades

Weighting
25%

Minimum mark or grade
In order to pass this unit, you must achieve a minimum of 40% for this assessment (10 out of 25).

Assessment Criteria
The assessment will address the following attributes:

- Clarity of expression and comprehensive coverage of issues
- Demonstration of an understanding of all issues raised in the study guide
- Use of quality supporting documentation
- Use of original thought and content
- Overall presentation and ability to communicate using correct spelling, grammar and punctuation and the use of appropriate diagrams and other graphics
- Demonstration and application of core knowledge.

Your assessment should be produced in electronic format.
Before or on the nominated due date, upload your work following the on-screen instructions.
Your submission will be processed through the similarity detection software, Turnitin. You may amend your work based on the detection report.
You must ensure that the submission is your own and that any cited work has been correctly referenced as per the CQU requirements.

Referencing Style

- [Harvard (author-date)](#)

Submission
Online

Submission Instructions
Submit a single PDF file to Moodle

Learning Outcomes Assessed

- Formulate a strategy for obtaining the information required for a client brief and a design brief
- Produce design documentation including drawings from a site plan and brief

- Develop a continuous learning strategy as a design professional
- Solve routine and unfamiliar problems using information, technology, logic and ethical decision making
- Practice personal and interpersonal skills
- Use effectively a range of appropriate communication modes.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the **Student Academic Integrity Policy and Procedure**. This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?
A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?
A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?
For academic advice and guidance, the Academic Learning Centre (ALC) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?

Be Honest

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

Seek Help

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

Produce Original Work

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem