



URBDP 573

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COLLEGE OF BUILT ENVIRONMENTS  
Department of Urban Design and Planning

# DIGITAL DESIGN

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## Course Overview

### SCHEDULE

Tutorial/Lab: MW 8:30-11:20 am  
Credits: 4

### COURSE WEBSITES

#### Canvas

[www.canvas.uw.edu](http://www.canvas.uw.edu)

#### Miro

Links updated on Canvas

#### Zoom Room

<https://washington.zoom.us/j/92161708070>

### INSTRUCTORS

#### Faculty

Mackenzie Waller, M.LA M.Arch  
[wallerm@uw.edu](mailto:wallerm@uw.edu)  
Office hours:  
Mondays 11:30-1:30pm by appointment

#### Teaching Assistant

Peter Dunn  
[ptdunn@uw.edu](mailto:ptdunn@uw.edu)  
Office hours: tbd

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## Course Materials

### Suggested Resources

1. Seattle Public Library Card ([www.spl.org](http://www.spl.org))
2. External hard drive (500 GB minimum)
3. Computer capable of running Adobe Creative Suite (Illustrator, Photoshop, InDesign) + Sketchup Pro.

### Required Software

Information on software that you can download to your personal computer to be used in this course is most current here: <https://itconnect.uw.edu/wares/uware/>

For folks who can't afford the software you can check out a laptop from CBE that has all the software loaded onto the machine.

### Additional Resources (not required readings)

Cantrell, Bradley, and Wes Michaels. Digital drawing for landscape architecture: contemporary techniques and tools for digital representation in site design. John Wiley & Sons, 2010

Hopper, Leonard J., ed. Landscape architectural graphic standards. Vol. 27. John Wiley & Sons, 2012.

Cook, Peter. Drawing: the motive force of architecture. John Wiley & Sons, 2014.

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## **Expectations & Resources**

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### **A SAFE & WELCOMING SPACE**

Academic honesty, a commitment to attendance, personal integrity, and treating others with respect are expectations of the course. The classroom environment is the mutual responsibility of the instructor and the students. Students are expected to share their knowledge, comments, critiques, feedback and alternative opinions in a respectful manner. I am committed to fostering an atmosphere in which the uniqueness of each individual is valued, and ideas can be exchanged freely, without fear of harassment, intimidation, or exploitation. Together we will commit to working through conflicts constructively as they arise.

### **ACADEMIC ACCOMMODATIONS**

#### **Disability**

At the University of Washington, we are committed to ensuring access to classes, course material, and learning opportunities for students with disabilities. Your experience in this class is important to us, and it is the policy and practice of the University of Washington to create inclusive and accessible learning environments consistent with federal and state law. If you experience barriers based on a disability or temporary health condition, please seek a meeting with Disability Resource for Students (DRS) to discuss and address them. If you have already established accommodations with DRS, please communicate your approved accommodations to your instructor at your earliest convenience so we can discuss your needs in this course. If you have not yet established services through DRS, but have a temporary health condition or permanent disability that requires accommodations (this can include but not limited to; mental health, attention-related, learning, vision, hearing, physical or health impacts), you are welcome to contact DRS at 206-543-8924 or [uwdrs@uw.edu](mailto:uwdrs@uw.edu) or [disability.uw.edu](http://disability.uw.edu).

#### **Religious Accommodations**

Please inform me ahead of time if you expect to miss class or assignments in relation to your religious observance and you will be provided with a reasonable alternative opportunity to complete your academic responsibilities. Please provide me with written notice within the first week of the quarter and you will be offered an opportunity to make up the work, without penalty, within a reasonable time, as long as you made prior arrangements. Please let me know immediately of any other religious accommodations you need as well.

#### **Counseling Resources**

The UW Counseling Center offers free and confidential short-term, problem-focused counseling to UW Students who may feel overwhelmed by the responsibilities of school, work, family and relationships. Counselors are available to help students cope with stresses and personal issues that may interfere with their ability to perform in school. To schedule an appointment, please call 206-543-1240 or stop by 401 Schmitz Hall. More information at: <http://www.washington.edu/counseling/>

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## Structure

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### SYLLABUS

This syllabus is a living document that will be updated and changed regularly. The most recent version will be available at all times at the course website on Canvas. If a student has a concern regarding course workload it needs to be addressed immediately with the instructor. Throughout this syllabus the term "classroom" means our digital space in the Zoom Room.

### TUTORIAL AND LAB TIME (ZOOM ROOM)

Join Zoom Meeting  
<https://washington.zoom.us/j/92161708070>

In the tutorial sessions, students are given guided introductions for each of the software packages and relevant software features. Due to the quantity of students enrolled and the limited time we have working together this portion of each session will be recorded for viewing asynchronously as needed. During the supervised lab sessions, which happen during the final hour of each class, students have an opportunity to develop their assignments with the instructors available for guidance. All lab times are supervised. Participation in lab sessions is not mandatory, but it is recommended, especially if you need individualized assistance with developing your assignments.

### QUESTIONS + CLARIFICATIONS

If you have any questions/comments about the assignments please post them to the weekly board on the Canvas site. The board will be reviewed once every day and a reply will be posted. You are encouraged to review the boards periodically and to respond to postings as well. Please make sure that you post to the appropriate boards (based on each week in the quarter). Avoid sending direct emails to the instructors with questions about the assignments/tutorials.

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## Course Evaluation

### COURSE EVALUATION

Your final grade will be based on the following:

- Assignments: 6 assignments at 15 points each (90% of grade)
- Participation: 10 points (10% of grade)

### PARTICIPATION

Once a week at the beginning of class (as noted in the schedule) there will be team trivia covering the material from the previous week. At the beginning of the quarter you will be grouped into teams. Your participation will be part of your final grade.

### LATE SUBMISSION POLICY

Exceptions for documented accommodation apply; such situations should be discussed with the instructor. **The penalty for late submissions is -1 point for each day late.**

### LOST WORK

You will not receive any accommodation for lost or damaged files. Back up your work regularly using both an External Hard Drive and either Google Drive, U Drive, or other cloud service.

### PLAGIARISM

This class is governed by all of the University's student policies, including those regarding plagiarism and multiple submissions. It is your responsibility to be familiar with these. More information can be found at:

- <https://depts.washington.edu/grading/pdf/AcademicResponsibility.pdf>
- Things every designer should know about intellectual property & copyright infringement. Kramer, Lindsay. Retrieved 2020.  
<https://99designs.com/blog/design-resources/copyright-infringement/>
- Fair Use Evaluator <https://librarycopyright.net/resources/fairuse/index.php>

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## Assignments

### STUDY AREA

Assignments focused on a study area will form the core of the course. Each student will be allowed to select their own study areas. We recommend that you focus on your studio site if you are enrolled in a studio course this quarter, or on a studio site from a previous quarter. Assignments will be posted on the class website.

### WHERE TO SUBMIT

Submit all of your work to both the Miro and Canvas. Miro is a format for “digital pin-up” and allows your peers to see and learn from your work. Canvas includes rubrics and allows us to record your grades reliably.

### DUE BY

Assignments are due by the start of class of the date listed to both Miro and Canvas.

### ASSIGNMENT REVISIONS

Students can make revisions to any assignment within one week of receiving their graded work. In order to revise an assignment students must first email the T.A. with an assignment revision strategy describing what revisions they plan to make to their work and get approval. This allows instructors to help clarify any additional opportunities for improvement. Once approved, students should revise their work accordingly and resubmit within the one week timeframe.

Late revisions will not be accepted. *Deductions due to late initial submission will continue to apply.*

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## Detailed Schedule

WEEK	TOPIC	ASSIGNMENTS DUE (REQUIRED READINGS IN CANVAS)
WEEK 1		
M 1/4	Making new pals + Miro Activity) Course overview Study area (site for assignments)	<input type="checkbox"/> Preliminary Course Survey (available on Canvas)
W 1/6	Trivia Teams + Miro Activity Lecture: File organization, Graphic Design Approach + Strategies	
WEEK 2		
M 1/11	Team Trivia Lecture: Circulation Diagrams + Base Maps Demo: Introduction to Adobe Illustrator I Lab (01 Circulation Diagram)	
W 1/13	Demo: Introduction to Adobe Illustrator II Lab (01 Circulation Diagram)	
WEEK 3		
M 1/18	MLK Day of Service - No Class	
W 1/20	Team Trivia Peer Feedback Activity Lab (01 Circulation Diagram)	
WEEK 4		
M 1/25	Team Trivia Demo: Intro to Sketchup I / 3D Digital Modeling Lab (02 Axon)	<input type="checkbox"/> 01 Diagram
W 1/27	Demo: Intro to Sketchup II / 3D Digital Modeling Peer Feedback Activity Lab (02 Axon)	<input type="checkbox"/> Mid-quarter Course Survey
WEEK 5		

M 2/1	Team Trivia Demo: Intro to Sketchup III / 2D Layout Lab (02 Axon+ 03 Plan)	
W 2/3	Demo: Intro to Sketchup IV / 2D Layout Lab (02 Axon+ 03 Plan)	
WEEK 6		
M 2/8	Bonus Demo: Introduction to Adobe Illustrator III Peer Feedback Activity Lab (02 Axon+ 03 Plan)	<input type="checkbox"/> 02 Axon
W 2/10	Team Trivia Lecture: Intro to Data Visualization Lab (04 Data Visualization 03 Plan)	
WEEK 7		
M 2/15	PRESIDENT'S DAY - No Class	
W 2/17	Team Trivia Peer Feedback Activity Lab (04 Data Visualization)	<input type="checkbox"/> 03 Plan
WEEK 8		
M 2/22	Team Trivia Demo: Intro to Photoshop I Lab (05 Edited Scene)	<input type="checkbox"/> 04 Data Visualization
W 2/24	Demo: Intro to Photoshop II Lab (05 Edited Scene)	
WEEK 9		
M 3/1	Team Trivia Demo: Intro to InDesign I Lab (06 InDesign Portfolio)	
W 3/3	Demo: Intro to InDesign II Lab (06 InDesign Portfolio)	<input type="checkbox"/> 05 Edited Scene
WEEK 10		
M 3/8	Team Trivia Lab (06 InDesign Portfolio)	
W 3/10	Class Celebration / Virtual Gallery of Portfolios	<input type="checkbox"/> 06 InDesign Portfolio