

# **COURSE OUTLINE**

## **INDS-201 Business Practices for Interior Design 3 Semester Hours**

### **HOWARD COMMUNITY COLLEGE**

#### **Description**

This course will cover professional interior design organizations, business practices, ethics, staffing, and procedures for setting up an interior design practice. The student will work with a client on a project from contact to presentation. Oral communications and graphic skills are emphasized. This course may require field trips. Prerequisite: INDS-110 (4 hours weekly)

#### **Overall Course Objectives**

Upon completion of this course the student will be able to:

1. Describe the steps in setting up an interior design practice
2. Set up the procedures for completing a project from initial client contact to job completion
3. Produce all the necessary documents and paperwork for a project from beginning to completion
4. Communicate with a client using written, verbal, and graphic skills
5. Describe the legal issues common to an interior design practice
6. Describe a variety of marketing strategies and techniques
7. Prepare a resume and portfolio for interviewing
8. Make a presentation using the techniques important to the interior design profession

#### **Major Topics**

- I. Interior Design as a profession
- II. Career requirements and building a resume
- III. Interview techniques
- IV. Marketing and business planning
- V. Contracts and Specifications
- VI. Design presentations
- VII. Trade sources
- VIII. Legal documents
- IX. Trends in interior design

#### **Course Requirements**

Grading procedures will be determined by the individual faculty member and will include specified reading and written assignments.

#### **Other Course Information**

This course is a Fine Arts, Humanities, and Arts and Sciences elective