

COURSE OUTLINE IDES 4002A • PROFESSIONAL PRACTICE • Winter (2025)

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Location: 446 AP

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Course Time and Location:

Course locations are no longer displayed on the public class schedule and are subject to change. For the latest information please refer to Carleton Central under Student Services – Registration – Student Timetable.

Course Description

The organizational aspects of consultancies and client responsibilities within the framework of corporate management. Topics include: the form of contracts for consultancy, determination of fees, legal implications, patents and copyrights. Guest lecturers.

Precludes additional credit for IDES 3503 (no longer offered).

Prerequisite(s): IDES 3300 or IDES 3310 or permission of the School of Industrial Design.

Lectures and discussion three hours a week.

Learning Outcomes

By the end of this course, students will be able to:

1. Define the position of an industrial designer in a consultancy, a corporation, or as an entrepreneur.
2. Recognize the function of intellectual property in developing product strategies.
3. Acknowledge the legal responsibilities of designer-client relationships through examples and via interaction, as well as debate with guest lecturers.
4. Recognize what is product liability and what is the duty of care of an industrial designer.
5. Identify the standards of practice within the industrial design profession.
6. Recognize what is product codes and standards and how they are applied in product development.
7. Create a framework of understanding in business economics and the management of a design consultancy or design/research division of a corporate organization.
8. Interpret how professional design organizations and associations promote and support industrial designers.
9. Explore approaches of promoting yourself as an industrial designer and the developing of your personal identity.

Course Deliverables

These are the deliverables for this course. Please see 'Appendix A Course Schedule' for more detailed information.

Assignment 1: Personal Bio & Elevator Pitch	10%
Assignment 2: Product Certification & Standards	10%
Assignment 3: Intellectual Property (IP) Project	30%
Assignment 4: Company Tour Report	20%
Test – Portfolio Creative Feedback	10%
Timesheets	10%
Participation & Professionalism	10%

Student Access to Quiz, Test, and Exam Papers

Examinations are for evaluation purposes only and will not be returned to the student.

Required Materials

Students are not required to purchase textbooks or other learning materials for this course.

Technology Requirements

Please refer to the technology requirements on the School of Industrial Design Website. You may be asked by your instructor to refer to Brightspace for other information or requirements related to coursework.

<https://carleton.ca/id/student-info/computer-it-support/computer-requirements/>

Individual/Group Work

Courses may include individual and group work. It is important in collaborative work that students clearly demonstrate their individual contributions.

Review/Presentation Attendance

Attendance at scheduled SID Reviews/Presentations is mandatory. These are equivalent to exams when indicated in the course outline. Failure to attend the Review/Presentation without reasonable cause will result in a grade of F. Students arriving late for the Review/Presentation or not remaining for the complete session without approval from the instructor, will be addressed on a case-by-case basis at the instructor's discretion.

If you are unable to attend a Review/Presentation, foresee arriving late, or need to leave before it is complete, please email your instructor in advance explaining the reason for the situation. It is important that you provide a reasonable rationale for your absence, late arrival, or early departure.

Late Submission of Assignments

Students who do not hand in deliverables on time will have their earned grade reduced by 10% per day up to a maximum of 3 days. If you foresee not meeting the submission due date and are requesting an extension, please provide your instructor with a minimum of 24 hours' notice.

Participation and Professionalism

Active participation and professional conduct (e.g. class discussion, consultations with instructors, work ethic, etc.) are important in lecture and studio courses and may be formally evaluated by a grade.

Professionalism also includes Carleton's Policy on Academic Integrity described in more detail below with links to content that you are required to review.

Health and Safety

Students must participate in training to access all the SID Labs and Maker Space. Apart from this training, students are required to follow the health and safety standards of the School of Industrial Design as well as Carleton's health and safety standards. All materials related to SID health and safety are available here [Health and Safety](#) and it is expected that students review and understand these materials and apply these standards throughout their studies.

Use of Studio Spaces

Access to studio space to attend courses and complete assignments is an important part of student success. To support access, specific studios have been designated to certain years and/or sections.

1st Year Studio Section A – Studio A

1st Year Studio Section B – Studio B

2nd Year Studio Section A – Studio A

2nd Year Studio Section B – Studio B

3rd Year Studio Section A & B – Studio C

4th Year Studio All Sections (Capstone and Minor) – Studio D

MDes Studio – MDes Studio

Students are welcome and encouraged to use their designated spaces to work during non-studio hours. Out of respect for your colleagues, instructors, and Carleton cleaning staff, ensure you leave the space in

good condition. This includes cleaning your area and storing your items in your designated storage space. The School will not be responsible for items that are not stored properly.

Academic Integrity

Carleton's Policy on Academic Integrity is available at: <https://carleton.ca/registrar/academic-integrity/> and covers the following violations, but is not limited to:

- *Plagiarism*
 - *Submitting work written in whole or in part by someone else*
 - *Failing to acknowledge sources through the use of proper citations when using another's work*
- *Test and Exam Rules*
 - *Attempting to read another student's exam paper*
 - *Speaking to another student (even if the subject matter is irrelevant to text)*
 - *Using material not authorized by the examiner*
- *Other Violations*
 - *Improper access to confidential information such as exams or test questions*
 - *Disruption of classroom activities or periods of instruction*
 - *Misrepresentation of facts for any academic purpose*

This policy governs the academic behavior of students. In industrial design, ideas, and concepts come from a multitude of sources and may be modified and utilized in the design and development process. The student should reference such sources appropriately and it is strongly advised that you read Carleton's Policy on [Academic Integrity](#) before conducting any work at the University.

Use of Artificial Intelligence (AI) Technologies

To effectively address the incorporation of AI technologies, specifically generative AI tools, into courses, we have instituted the following guidelines. Further information can be found here - <https://carleton.ca/tls/teachingresources/generative-artificial-intelligence/recommendations-and-guidelines/>. Another useful resource is the Library's guide on AI tools - <https://library.carleton.ca/guides/subject/artificial-intelligence-ai-tools>.

1. Academic Integrity Standards: In the absence of explicit permission from the instructor within a given course, the use of generative AI tools to create content, (e.g., text, code, images, summaries, videos, etc.), is deemed a breach of academic integrity standards.
2. Instructor's Discretion: Instructors have the authority to grant permission for the use of generative AI tools, (e.g., ChatGPT and similar tools), based on alignment with the course's educational objectives and learning outcomes. Assignment and examination guidelines will be written to explicitly reflect this granted permission.
3. Clear Instructions: Should instructors choose to permit the use of generative AI tools, an assessment guideline will provide students with clear and detailed direction, including;
 - i. Identification of specific generative AI tools that are acceptable for use.
 - ii. Clarity on the approved applications of these tools.

These measures aim to create a balanced and transparent educational environment, ensuring both academic integrity and the responsible integration of AI technologies into the learning experience.

Requests for Academic Accommodation

You may require special arrangements to meet your academic obligations during the term. For an accommodation request for any of the below topics, refer to this link - <https://students.carleton.ca/course-outline/> and open the needed section.

Topics:

- *Pregnancy Obligations*
- *Religious/Spiritual Obligation*
- *Academic Accommodations for Students with Disabilities*
- *Survivors of Sexual Violence*
- *Accommodations for Student Activities*
- *Academic Considerations for Medical and Other Extenuating Circumstances*
- *Scheduling and Examination Support*

Statement on Student Mental Health

As a university student, you may experience a range of mental health challenges that significantly impact your academic success and overall well-being. If you need help, please speak to someone. There are numerous resources available both on- and off-campus to support you, refer to this link -

<https://wellness.carleton.ca/> and open the needed section.

Topics:

- *Counselling*
- *Resource Guide*
 - *Thriving on Campus*
 - *Everyday Stress*
 - *Mild Mental Health Concerns*
 - *Moderate Mental Health Concerns*
 - *Complex Mental Health Concerns*
- *Umbrella Project*

Student Responsibility

The student is responsible for knowing the content of this course outline; the schedule of classes, assignments, and/or reviews; and the material that was covered when absent. The studio is a professional environment, and students should be working during the scheduled hours. Unless otherwise arranged, the class will meet during scheduled class hours. Please note that attendance is important since issues and questions may be raised in class, or valuable information may be shared, all of which can greatly benefit the student's learning experience. As external professionals may be involved in our work, scheduling changes for guest lectures, presentations, and reviews may occur at short notice, requiring students to stay informed.

Changes to the Course Outline

The course outline may be subject to change in the event of extenuating circumstances.

Appendix A - Course Schedule

Week (Date)	Topics / Deliverables / Class activity	Deliverables
Week 1 (Jan 07)	<ul style="list-style-type: none"> • Course Overview • Introduction to Projects & Assignments • Lecture: Being a Professional Industrial Designer • Assignment 1: Personal Brand / Elevator Pitch 	
Week 2 (Jan 14)	<ul style="list-style-type: none"> • Lecture: IP Overview (Guest Lecturer TBD) • Presentations & Discussions for Assignment 1 (Personal Brand) 	<ul style="list-style-type: none"> • Weekly Timesheet • Assignment 1 Due
Week 3 (Jan 21)	<ul style="list-style-type: none"> • Lecture: Standards & Certifications • Assignment 2: Standards & Certifications 	<ul style="list-style-type: none"> • Weekly Timesheet
Week 4 (Jan 28)	<ul style="list-style-type: none"> • Lecture: IP & Industrial Design (Guest Lecturer TBD) • Presentations & Discussions for Assignment 2 (Standards) • Assignment 3: IP Project 	<ul style="list-style-type: none"> • Weekly Timesheet • Assignment 2 Due
Week 5 (Feb 04)	<ul style="list-style-type: none"> • Lecture: Selling Creativity • IP Project Consultation & Discussion • Assignment 4: Company Tours 	<ul style="list-style-type: none"> • Weekly Timesheet
Week 6 (Feb 11)	<ul style="list-style-type: none"> • Company Tours (no class) 	
Week 7 (Feb 18)	Winter Break - University closed.	
Week 8 (Feb 25)	<ul style="list-style-type: none"> • Lecture: Portfolio Tips & Creative Feedback • In-class Test (bring existing portfolio as it is) • IP Project Consultation & Discussion 	<ul style="list-style-type: none"> • Weekly Timesheet
Week 9 (Mar 04)	<ul style="list-style-type: none"> • Company Tours (no class) 	
Week 10 (Mar 11)	<ul style="list-style-type: none"> • Guest Panel Discussions 	<ul style="list-style-type: none"> • Weekly Timesheet • Assignment 3 Due
Week 11 (Mar 18)	<ul style="list-style-type: none"> • Presentations & Discussions for Assignment 3 (IP Project) with Guest Lecturer TBD 	
Week 12 (Mar 25)	<ul style="list-style-type: none"> • Presentations & Discussions for Assignment 4 (Company Tours) 	<ul style="list-style-type: none"> • Weekly Timesheet • Assignment 4 Due
Week 13 (Apr 01)	<ul style="list-style-type: none"> • Course Wrap-up & Discussion 	<ul style="list-style-type: none"> • Final Timesheet Due