

GUJARAT TECHNOLOGICAL UNIVERSITY (GTU)**Competency-focused Outcome-based Green Curriculum-2021 (COGC-2021)**

VI – Semester

Course Title: **Architectural Internship**

(Course Code: 4365001)

Diploma programme in which this course is offered	Semester in which offered
Architectural Internship	Sixth

1. RATIONALE

The learner of Diploma in Architecture and Diploma in Architectural Assistantship learns and acquires skills relevant to his profession during the first five semesters of the diploma programme. By the sixth semester, the learner has got exposure to enough opportunities to develop professional abilities needed to work as an architectural assistant. However, during the sixth semester, it is important to integrate previous learning/experiences to demonstrate professional competence by way of completing a comprehensive Internship. Internship aims to provide an environment for the Intern to integrate, coordinate and apply all the skills acquired by him during the entire course of study.

By working as an 'Intern' in an architectural firm or organization, the learner can avail the benefits of an appropriate environment where he gets to apply his skills as well as get exposure to learn new skills. Thus, this course gives an essential comprehensive practical exposure to the learner and helps him gain valuable real life experience to enhance competency essential for his career advancement.

2. COMPETENCY

The course content should be taught and implemented with the aim to develop different types of skills leading to the achievement of the following competency:

- **Execute all assigned tasks with professional competency both as a team member as well as individually in an architectural firm**

3. COURSE OUTCOMES (COs)

The practical exercises, the underpinning knowledge and the relevant soft skills associated with this competency are to be developed in the Intern to display the following COs:

- Prepare conceptual, presentation and working drawings of architectural projects.
- Monitor the execution of work on site as per drawing.
- Select finishing materials for an architectural project.
- Demonstrate inter personal skills as professional.

4. TEACHING AND EXAMINATION SCHEME

Teaching Scheme (In Hours)			Total Credits (L+T+P/2)	Examination Scheme*				
				Theory Marks		Practical Marks		Total Marks
L	T	P	C	CA	ESE	CA	ESE	
-	-	36 [#]	18	-	-	500	300	800

(*): As per Evaluation pattern suggested below

Legend: *L*-Lecture; *T* – Tutorial/Teacher Guided Theory Practice; *P* -Practical; *C* – Credit, *CA* - Continuous Assessment; *ESE* -End Semester Examination.

Teaching Scheme and Teaching Load:

Indicates tasks to be expedited by assigned teaching faculty & interns during internship period,

1. Guiding the students for Internship.
2. Total contact/working hours during internship of student interns should be a minimum of 36 hours per week at the respective firms / organisations
3. Checking weekly report for individual Interns and evaluating on weekly basis.
4. Continuous supervision and monitoring of each Intern throughout the entire Architectural Internship period.
5. Assigned faculty will conduct a minimum of one follow-up visit per month to the firms / organisations to ensure their progress. Additionally, the (faculty) internal examiner will perform continuous evaluations during their monthly visits to the architectural firm/organization.
6. Interns are expected to make monthly visits to the institute to present their monthly training progress. Assigned faculty will conduct continuous assessments during these visits.
7. The faculty will guide the Interns in preparing their final presentation and training report, and also review and evaluate the final presentation and report.

Important Note:-

Contact hours of faculty for student interns have been considered as per ‘Clause 9’ of GR of Education Department of Gujarat state dated 15th June 2023 (No.PaRaCh/102022/312/Sa) for internship, which clearly states that “**the batch size will be 15 students and weekly workload shall be 12 hours.**”

*Evaluation Pattern:

➤ Progressive Assessment (PA) shall be done in the form of Performance Appraisal of Intern in the given Form – A & C (Suggested in appendices) on weekly basis by Intern training provider.

After completion of Internship, the Intern should report back to the institute immediately and submit all their work along with filled up forms (Forms B & C). (**Maximum 500 marks**)

➤ End Semester Exam (ESE) shall be conducted by External Examiner (**Maximum 300 marks**)

Evaluation by External Examiner should be done on the basis of,

- i. The actual work done during Internship period which the Intern shall submit in the form of portfolio duly certified and signed by the Intern training supervisor/provided.
- ii. Each Intern should compulsorily mention the number of hours dedicated to this work in their individual diaries (Form B) which should also be submitted to the department at the end of the training along with the training work-portfolio.

Continuous Assessment: (Maximum marks - 500)

Internal teaching faculty (only architecture core faculty) should evaluate training on following criteria and marks

- i. Review of Daily, Weekly & Monthly Reports (Form - B). Two compulsory intermediate presentations of 100 marks each during visits of Intern to institute. (Maximum 200 Marks)

- ii. Internship Appraisal Report (IAR) in the form of filled up forms (Form - C) at end of semester/internship.(Maximum marks - 100)
- iii. Internal presentation and viva by internal teaching faculty at the end of the semester on a date specified by the department (Maximum marks - 100)
- iv. Final Portfolios submission at the end of the Internship period (Maximum marks - 100)

End Semester External Examination: (Maximum marks - 300)

Evaluation through ESE shall be done by External Exam for this course (maximum 25 Interns per day shall be examined by External Examiner) on following criteria and marks,

- i. Review of record and Training Report such as Daily Reports, Weekly Reports, PA and Final Training Report including a Certificate issued by the Training provider with a critical review of the trainee/Intern during the tenure of Internship (Maximum marks - 50)
- ii. Review of Training Portfolio (Maximum marks – 150)
- iii. Portfolio presentation with viva-voce (Maximum marks - 100)

Important Note: Both internal and external examiners should strictly qualified as an Architect (basic degree of teaching faculty should be in relevant discipline) as per latest Gujarat Government's recruitment rule (No.SCT/10/2013/616356/GH/1176 date 28/10/13) and CoA rules and regulations.

5. SUGGESTED PRACTICAL EXERCISES

The following practical outcomes (PrOs) that are the sub-components of the COs. *Some of the PrOs marked ‘*’ are compulsory, as they are crucial for that particular CO at the ‘Precision Level’ of Dave’s Taxonomy related to ‘Psychomotor Domain’.*

S. No.	Practical Outcomes (PrOs)	Unit No.	Approx. Hrs. required
Not Applicable			

Note

- i. *More **Practical Exercises** can be designed and offered by the respective course teacher to develop the industry relevant skills/outcomes to match the COs. The above table is only a suggestive list.*
- ii. *The following are some **sample** ‘Process’ and ‘Product’ related skills (more may be added/deleted depending on the course) that occur in the above listed **Practical Exercises** of this course required which are embedded in the COs and ultimately the competency..*

S. No.	Sample Performance Indicators for the PrOs	Weightage in %
Not Applicable		

6. MAJOR EQUIPMENT/ INSTRUMENTS REQUIRED

These major equipment with broad specifications for the PrOs is a guide to procure them by the administrators to usher in uniformity of practical in all institutions across the state.

S. No.	Equipment Name with Broad Specifications	PrO No.
Not Applicable		

7. AFFECTIVE DOMAIN OUTCOMES

The following *sample* Affective Domain Outcomes (ADOs) are embedded in many of the above mentioned COs and PrOs. These are indicators of fulfillment of the development of this competency.

- Work as a leader/a team member.
- Follow ethical practices.
- Participates in class discussions.

The ADOs are best developed through the laboratory/field based exercises. Moreover, the level of achievement of the ADOs according to Krathwohl's 'Affective Domain Taxonomy' should gradually increase as planned below:

- 'Valuing Level' in 1st year
- 'Organization Level' in 2nd year.
- 'Characterization Level' in 3rd year.

8. UNDERPINNING THEORY

Only the major Underpinning Theory is formulated as higher level UOs of *Revised Bloom's taxonomy* in order development of the COs and competency is not missed out by the Interns and Faculty. If required, more such higher level UOs could be included by the course teacher to focus on attainment of COs and competency.

Unit	Unit Outcomes (UOs) (4 to 6 UOs at different levels)	Topics and Sub-topics
Not Applicable		

Note: The UOs need to be formulated at the 'Application Level' and above of *Revised Bloom's Taxonomy* to accelerate the attainment of the COs and the competency.

9. SUGGESTED SPECIFICATION TABLE FOR QUESTION PAPER DESIGN

Unit No.	Unit Title	Teaching Hours	Distribution of Theory Marks			
			R Level	U Level	A	Total Marks
Not Applicable						

Legends: R=Remember, U=Understand, A=Apply and above (*Revised Bloom's taxonomy*)

Note: This specification table provides general guidelines to assist Intern for their learning and to teachers to teach and question paper designers/setters to formulate test items/questions assess the attainment of the UOs. The actual distribution of marks at different taxonomy levels (of R, U and A) in the question paper may vary slightly from above table.

10. SUGGESTED INTERNSHIP ACTIVITIES

Following is the list of proposed Intern activities like: course/topic based seminars, internet based assignments, teacher guided self-learning activities, and course/library/internet/lab based Mini-Projects, etc. These should be individual.

- i) Prepare a report on architectural practices followed in office.
- ii) Prepare an office correspondences sample files.
- iii) Visit art/material/trade exhibitions.
- iv) Undertake a visit of ongoing architectural as well as interior project and make reports.

11. SUGGESTED SPECIAL INSTRUCTIONAL STRATEGIES (if any)

These are sample strategies, which the teacher can use to accelerate the attainment of the various outcomes in this course:

- i. Every Intern must work in an architect's office as a full time Intern/trainee for a period as specified by the university in academic calendar, subject to a minimum of 14 calendar weeks and submit joining report (form –A) at the institute.
- ii. The training should be undertaken in a firm, where an architect is the owner/proprietor/partner and is registered with the Council of Architecture in India.
- iii. The intern should involve himself / herself in various aspects of office work such as working drawings, presentation drawings, quantity estimation, site supervision and preparation of corporation drawings as well as do liaison work with various agencies.
- iv. The intern is required to maintain a work diary from which he/she shall present their work once a month (last working Saturday of every month). The Intern is required to bring hard/soft copies of all the work done for these periodic presentations. These would be finally evaluated by an internal examiner through a viva voce examination prior to the external exam, on a date decided by the department.

12. SUGGESTED LEARNING RESOURCES

Following is the list of proposed learning resources,

1. Books and periodicals available with the training provider's office / any other library
2. Relevant architecture related websites and e-journals
3. Research works available with Architecture degree institute library
4. Seminars/workshops/discussions/symposiums conducted at nearby architecture degree colleges and also listen to talks by experts, with prior permission from the college authorities
5. Site visits of ongoing and completed projects of respective Architectural Firm/Organization

13. PO-COMPETENCY-CO MAPPING

Semester II	ARCHITECTURAL INTERNSHIP(Course Code: 4365001)
	POs and PSOs

Legend: '3' for high, '2' for medium, '1' for low or '-' for the relevant correlation of each competency, CO, with PO

Competency & Course Outcomes	PO 1 Basic & Discipline specific knowledge	PO 2 Problem Analysis	PO 3 Design/ development of solutions	PO 4 Engineering Tools, Experimentation & Testing	PO 5 Engineering practices for society, sustainability & environment	PO 6 Project Management	PO 7 Life-long learning
Competency Execute all assigned tasks with professional competency both as a team member as well as individually in an architectural firm							
Course Outcomes CO a) Prepare conceptual, presentation and working drawings of architectural projects.	1		2			3	2
CO b) Monitor the execution of work on site as per drawing.						2	3
CO c) Select finishing materials for an architectural project.	1		2				
CO d) Demonstrate inter personal skills as professional.				2		3	2

16. COURSE CURRICULUM DEVELOPMENT COMMITTEE

GTU Resource Persons

S. No.	Name and Designation	Institute	Contact No.	Email
1	Shri Bhaskar J Iyer (HOD in Arch, Coordinator & Associate Dean)	Government Polytechnic for Girls, Ahmedabad	9879474833	bhaskariyer2004@gmail.com
2	Smt Swati K. Shah (Lecturer in Interior Design)	Government Polytechnic for Girls, Ahmedabad	9427624105	skshah27@gmail.com
3	Shri Abhijit R. Rathod (Lecturer in Arch.)	Government Polytechnic, Ahmedabad	9925006100	arrathod1709@gmail.com
4	Shri Bhavesh M. Patel (Lecturer in Arch.)	Government Polytechnic for Girls, Ahmedabad	9427462830	bhavesh0arch222@gmail.com

વિધાર્થીની બાંહેધરી પત્રક

નામ: _____

એનરોલમેન્ટ નંબર: _____

મોબાઈલ નંબર: _____

ડિપ્લોમા ઈન આર્કિટેક્ચર: _____

સેમ.: _____

સરનામું: _____

પ્રતિ,

ખાતાના વડાશ્રી,

વિધાર્થીની બાંહેધરી પત્રક

- (૧) હું ૧૪ અઠવાડિયા કે જીટીયુ ના સત્ર દરમિયાનની ફરજિયાત તાલીમ પૂરી કરવાની બાંહેધરી આપું છું.
- (૨) હું આ તાલીમ ફક્ત એકજ ઓફિસ/ફર્મ/ઓર્ગનાઈઝેશન માં કરીશ.
- (૩) જીટીયુના નિયમ અનુસાર તાલીમમાં જવા માટેની જરૂરિયાત પૂરી ના કરી શકુ તો નિયમ મુજબ તાલીમ ચાલુ રાખવા પાત્ર ઠરીશ નહીં અને આવા સંજોગોમાં મારી તાલીમ છોડી દેવાની બાંહેધરી આપું છું.

તારીખ:

વિધાર્થીની સહી:

સ્થળ:

વાલીની સહી:

FORM A

From: _____

To
The Principal

Subject: Joining report of _____

Respected Sir

_____ has reported for Architectural
Internship for a minimum period of 14 weeks at our office or entire term duration of GTU
(whichever is higher) located at _____

on _____.

The weekly off-day/holiday of my office falls on _____.

Thanking you

Yours sincerely

Signature and Stamp of Architect/Supervisor

CoA Registration No. of Architect/Supervisor

(To be sent immediately after joining the office on letter pad)

FORM - B
GUJARAT TECHNOLOGICAL UNIVERSITY
 (NAME OF THE INSTITUTE)
DEPARTMENT OF ARCHITECTURAL ASSISTANTSHIP
DAILY/ WEEKLY/MONTHLY REPORT

Name of Intern: - _____

Enrollment No:- _____

Mobile No:-_____Email Id:-_____

Name of Organization with email id for correspondence:-

Day_____ /Week/Month commencing from date to date_____

Day & Date	Abstract of Work done (Details of work with actual details of drawing/detailing/site work/other work if any)	Remarks of Training supervisor with sign

* Remarks of the Architect / Supervisor can be Excellent / very good / good/ average / below average /poor. However the office can follow its own grading/markings system for trainees.

* Please retain whichever is applicable depending upon regularity, punctuality, sincerity, interest taken by the Intern. Daily/Weekly/Monthly reports should be submitted to the department on every visit to the college i.e. on every working Saturday of the month. However Interns can also email the same to the college email address.

Sign of Intern

Sign of Faculty
(on the day of monthly visit)

Sign Of Architect/Supervisor
(with Designation)

Date :- _____

(Needs to be on Letter Pad of Architect/Architect's Firm)

Form – C

Internship Appraisal Report (IAR)
4365001 –ARCHITECTURAL INTERNSHIP

Name of Intern:

Enrollment No:

Diploma in Architectural Assistantship

College Name:

Criteria for IAR	Excellent	Good	Average	Need Improvement
Willingness to Learn				
Team Work				
Interpersonal Relationship				
Sincerity				
Professionalism				
Soft Skills				
Communication Skills (Oral)				
Communication Skills (Written)				
Overall Evaluation (Out of 10 Marks)				
Special Skill Observed (If Any)				

Appraised by:

Date of Evaluation:

Sign & Stamp: