

## THE WORK

As with most things in life, you'll only get as much out of this class as you put into it. Just showing up and doing all the work will NOT guarantee you a good grade. The lectures, readings and assignments are intended to be vehicles to structure your own learning experience--NOT as busy work, as simple tests of your knowledge, or as mere requirements for course credit. Your efforts should fall into several categories:

**1) Class Attendance & Participation (15%):** The most important thing you can do to ensure success in the course is attend the lectures, M/W/F 10:30-11:20, in MMCH. Don't be passive: listen actively and take good notes. A lecture is not a recitation of facts, but the building of an argument. Absorbing a long, complex argument is hard work, requiring you to synthesize, organize, and react as you listen; it teaches the art of attention, the crucial first step in the "critical thinking."

Attendance and active participation in all class activities is required. If you miss 0 or 1 class, this portion of your grade starts at an "A"; if you miss 2-3 classes this portion starts at a "B"; if you miss 4 classes it starts at a "C"; if you miss 5 classes it starts at a "D"; if you miss 6 or more classes your attendance grade will be an "R" or lower. Arriving late, excessive sleeping in class, lack of participation in discussions, etc. will lower your "attendance and participation" grade.

**2) Discussion Sections:** In order to maximize learning outside the traditional slide lecture format, especially related to the most important readings, there will be a series of discussion sections, approximately one every three weeks. On these dates (see schedule below), class will split in half, with half the students participating in a discussion during regular class time, and the other half on Thu. evening from 7:00-7:50, both in MM303. On other Thursdays, TA's will be available to review lectures, readings, and to help study for the exams. Keep these Thu. evenings free of activities & jobs.

**3) Class & Reading Notes:** You should take good, illustrated notes by hand in class, and when you read. There are some hints about how to take good notes on the class website. Review, revise, and add to your notes regularly for better retention of the material and as a way to study for exams. Alongside dates, names, and ideas, notes in architectural history classes should have thumbnail sketches/plans/section and details. It is important to connect images, buildings, and ideas!!!

**4) Reading:** It is essential that you do all the required reading **before** class, for better comprehension and so you can participate in discussions (see schedule below). There are three required textbooks, as well as readings on the class website ([www.andrew.cmu.edu/course/48-241/](http://www.andrew.cmu.edu/course/48-241/)), on Blackboard, and in Hunt Library.

**5) Reading Reports (20%):** In order to promote critical reading and good discussions, all students must write several brief "reading reports" on the most important readings in the syllabus (see instructions & schedule below). These reports serve as proof that you read, but more importantly should reveal the kind of (deep?) thinking you do about them.

**6) Exams (20% & 45%):** There will be a midterm and a final exam, the single most important "deliverable" for the course. Each exam includes a slide-ID section, and short essays on the ideas and readings from the class. The goal of the IDs is to accumulate a "visual library" of modern buildings that can serve as "evidence" in an "argument" about modern architecture: be sure you study regularly to internalize/memorize. Study guides will be handed out before the exams to supplement the lecture review sheets (last year's study guides are always on the website).

**7) Extra Credit (5%):** You can earn up to 5% extra credit (on a sliding scale) for doing the optional reading reports (see schedule for due dates).

## THE POLICIES & FINE PRINT:

- 1. Missing Class:** Attendance is required (see above). Email me well BEFORE a class if you can't make it for whatever reason.
- 2. Excuses:** Except for the most extraordinary of circumstances, I do NOT accept excuses of any kind to get around attendance or lateness requirements. If you need to miss class for studio trip, or sickness, or over-sleeping, or a friend, or family, then plan ahead, and come to the other classes. You have one "freebie": use it wisely. A visit to the nurse or doctor is NOT an excused absence.
- 3. Late Work:** There will be no lateness accepted for the Reading Reports or Exams.
- 4. No Electronics in Classroom:** No personal electronics of any kind are allowed in the classroom. Turn off cell-phones. Put away computers. No student may record my lectures without my consent.
- 5. Grading:** You must complete ALL the assignments & exams to receive a passing grade for the course. Showing up, doing all the work, and trying hard, does NOT guarantee a good grade. Your semester grade is compiled of: Attendance & Participation (15%) + Reading Reports (20%) + Midterm Exam (20%) + Final Exam (45%) = 100% + possible Extra Credit (5%)
- 6. Cheating and Plagiarism.** You should help each other and study together. However, our objective is to develop your own learning, analytical thinking, and writing skills. Students found guilty of cheating may receive a failing grade for the course and be referred to the University for further action. CMU's policy on cheating is at: <http://www.cmu.edu/policies/documents/Cheating.html>. If you have questions about cheating or plagiarism, please see me.
- 7. Take care of yourself.** Do your best to maintain a healthy lifestyle this semester by eating well, exercising, avoiding drugs and alcohol, getting enough sleep and taking some time to relax. This will help you achieve your goals and cope with stress. If you or anyone you know experiences any academic stress, difficult life events, or feelings like anxiety or depression, we strongly encourage you to seek support. Counseling and Psychological Services (CaPS) is here to help: call 412-268-2922 and visit their website at <http://www.cmu.edu/counseling/>. Reach out to a friend, faculty or family member you trust for help getting support!
- 8. Special Needs.** Students with any documented medical or learning conditions that require special classroom or testing accommodations should see me as soon as possible so we can make the appropriate arrangements.