

Dakota County Technical College

IDES 2201: Business Practices

A. COURSE DESCRIPTION

Credits: 4

Lecture Hours/Week: 4

Lab Hours/Week: *.*

OJT Hours/Week: *.*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course emphasizes the business practices specific to the interior design industry, including professional ethics, organizational procedures, marketing and sales, and business plan components. The course will also focus on exploring career directions in interior design, including tools and information necessary to obtain an internship position upon the completion of interior design course work.

B. COURSE EFFECTIVE DATES: 08/27/2012 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

D. LEARNING OUTCOMES (General)

1. Define and discuss ethics
2. Define business terminology
3. Define continuing education
4. Define the profession of Interior Design
5. Discuss personal careers goals
6. Evaluate a mission statement
7. Evaluate legal responsibilities of interior designers
8. Identify Business Formations
9. Identify business management
10. Identify interior design credentials
11. Identify legal filings and documents
12. Identify legislative issues related to the profession
13. Identify title act and practice act
14. Research and identify eligibility requirements for industry credentials
15. Compare personal and career goals to industry expectations
16. Define portfolio
17. Discuss marketing strategies
18. Evaluate design contracts
19. Examine interior design career positions
20. Examine resumes and cover letters
21. Identify aspects of a proposal presentation
22. Identify financial forms
23. Identify financial management
24. Identify industry expectations for entry-level employment
25. Identify interior design services
26. Identify internships to match goals
27. Identify methods to charge for services
28. Identify operations plan
29. Identify personal design skills and interests
30. Identify personal portfolio goals
31. Identify project management tools
32. Identify the parts of a business plan
33. Identify types of business forms
34. Prepare a current resume and cover letter
35. Prepare a letter of agreement
36. Research interior design career opportunities
37. Research internship opportunities

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted