



istitutomarangoni



**PROGRESSION COURSE
INTERIOR DESIGN**

Mumbai School

Nov 18

Marking system:

Undergraduate Progression courses have these grade thresholds:

Mark	Outcome	Descriptor (to achieve the banding on the left)
0-29	Fail	Insufficient / poor Marginal fail - most unit learning outcomes achieved at threshold level
30-39	Fail	Insufficient / poor Marginal fail - most unit learning outcomes achieved at threshold level
40-49	Pass	Acceptable / adequate Criteria have been met at a minimum level.
50-59	Pass	Fairly good Adequate criteria have been met as directed in the brief, a basic understanding demonstrated.
60-69	Pass	Good/strong Adequate criteria have been met as directed in the brief; a developed understanding has been demonstrated in a well-structured manner.
> 70	Pass	Excellent / outstanding / exceptional A demonstration of additional ideas and approach expanding on those directed in the brief. High level of understanding and creativity.

5. Course structures**Block 1 Duration: 24 weeks**

Core Units		
Code	Status	Unit Title
IDF	Core	Interior Architectural Design Fundamentals
IDPP	Core	Interior Design, Project and Process

Block 2 Duration: 24 weeks

Core Units		
Code	Status	Unit Title
CID	Core	Contemporary Interior Design
IDE	Core	Interior Design Experience

(Progressing to Europe only) Duration: 6 weeks

Core Units		
Code	Status	Unit Title
CSAW	Core	Cultural Studies & Academic Writing

6. Technology Enhanced Learning**Sinapto**

Istituto Marangoni uses Sinapto, a virtual space to share knowledge and helps manage and communicate the process of teaching and learning, and communicates participant progression. It is also used for tutors to organise, manage and deliver course materials making it available to participants throughout their courses to facilitate their learning and assessment experience. At the beginning of the course, all participants receive their login details to access Sinapto, a participant-learning environment designed for Istituto Marangoni. Through Sinapto, participants are able to access and download the latest documents, forms and templates such as:

1. Student Handbook
2. Unit Handbook / Programme Handbook
3. Unit weekly hand-outs
4. Calendar
5. Lessons and assessment timetable.

Participants are also asked to access the Student Voice via Qualtrics in order to leave feedback and also any issues can be addressed via the 'raise an issue' application, which is also found in Sinapto. Both participants and staff can view grades and assessment feedback. Sinapto is updated annually across the schools and is an important tool for the staff of Istituto Marangoni to use for programme development and to develop further employability strategies for participants. In addition to Sinapto, a group wide mobile application has been developed and launched in 2018. This application has a wide range of user-friendly functions and allows participants to interact with each other.

Sinapto can be accessed remotely both by participants and staff, on and off-site.

7. Personal Development Planning

PDP/Individual Development Tutorial.

The Director of Education and the Academic Service support the personal development of participants. One-to-one appointments may be made by phone, through the receptionists or by email. Participants can expect to be seen almost immediately to discuss any issues they may have.

8. Tutor Responsibilities

The Director of Education has the responsibility for implementing the strategic direction of the courses and the co-ordination of the academic teams and administration, necessary for the successful day-to-day operation of the school.

The Tutors' responsibilities include:

1. all matters pertinent to the proper day-to-day operation of the programme involving leading and supporting participants;
2. advice to the Director of Education on appropriate delivery for the continuing development of the programme;
3. recommendations in areas for curriculum development;
4. liaison with the Student Support Officer to ensure appropriate study support is available to participants;
5. recommendation of the appropriate level of resource required for the Unit;
6. maintaining the quality of educational standards.

9. Student Support Strategy

Istituto Marangoni's departmental policies ensure that various mechanisms are in place to enhance the participant experience, in a pedagogic, practical and pastoral way:

- a. programme handbooks provide relevant information to participants;
- b. the use of the Library, online resources (where available), and the centre facilities help participants to reach the skills and knowledge expected on the course;
- c. Tutors and the Director of Education guide participants to the most appropriate help.

Student Support Officers

Istituto Marangoni provides Faculty Student Support Officers, who act as the first point of contact for participants for pedagogical counselling.

For matters of pastoral care the Student Support Officers help in:

- finding their way around;
- managing their time;
- dealing with stress;
- exam tips;
- getting the best from their course;
- understanding and applying the School's rules;
- anything else the officers can advise on.

One-to-one appointments may be made by phone, through the receptionists or by email. Where possible participants can expect to be seen almost immediately, or contacted to arrange a suitable time.

10. Student Feedback

Participant feedback is essential to programme development and participant comments are used to enhance both the successful management of the programme and the teaching/learning strategies.

Istituto Marangoni gathers participant opinion in a variety of ways, which may include the following:

- informal contact with the Tutor, and through appointments with academic staff;
- end of course online questionnaires where participants are invited to reflect on their overall experience at the School.

Istituto Marangoni would prefer that on most occasions participants be identified when giving constructive feedback on the course and teaching methods. There might be occasions when it is not appropriate and Istituto Marangoni recognises this exception. In these instances, programme teams and central support services will ensure that anonymity and confidentiality is respected.