

Mackintosh School of Architecture

Bachelor of Architecture with Honours and Diploma in Architecture (Stage 4)

Diploma in Architecture Final Examination (Stage 5)

JUNE 2018

STAGE 5:

DIPLOMA IN ARCHITECTURE EXAMINATION REQUIREMENTS

For the final Diploma of Architecture Examination you will be allocated an exhibition space within the second floor studio. This will be where you will display your work for examination and post-examination, the Thesis Forum and the Degree Show.

Stage 4:

BACHELOR OF ARCHITECTURE WITH HONOURS and DIPLOMA IN ARCHITECTURE (Stage 4)

For the Honours Examination and the Diploma in Architecture (stage 4) Examination you will be allocated an exhibition space within the third floor studio. This will be where you will display your work for examination and post-examination, the Degree Show.

Stage 4 and 5:

Using the allocated space as a primary means of displaying your work, you will be required to draw together the formal, practical and conceptual elements of your Final Design Thesis and Architectural Technology. You should also include the work that you have prepared for your PG Elective and PS5.

You should consider the visual and conceptual coherence of your work as well as the aesthetic and technical aspects of your presentation.

The level of attainment of the work submitted will be assessed against the courses stated learning outcomes and these are mapped to the RIBA/ARB criteria which are also required to be met at this examination. This information is contained within course documentation and on assessment feedback sheet that have been used during the session; you can also find a mapping of Learning Outcome to the professional criteria on the VLE. The work will be assessed by MSA's staff team and following that by the External Examiners.

It is your responsibility to remove your work and make good the space following the Degree Show.

The removal of work is scheduled to take place after the **18th June and before the 29th June. (to be confirmed)**. No work should be removed before that time unless permission has been given by the Stage Leader. Any work not removed by the confirmed removal date will be disposed of.

STUDENT RESPONSIBILITIES

Ensure that you have read, and are familiar with, and are working within the Code of Practice for student exhibitions and degree Shows. This is available, along with all the other forms in a folder on 'MSA General' section of the VLE; please look within 'Degree Show Management Plan' for 2018.

Please make sure that you are familiar with all of the Health & Safety requirements for Degree Examination preparation, assisted and made fully aware of through departmental Health & safety protocols and procedures and practiced in conjunction with individual Risk Assessments.

You are required to complete a **Final Examination & Degree Show Space Proposal Form** which includes a Risk Assessment form. These should be submitted by the 18th April, and should be signed off by your Stage Leader.

If you make any changes to your initial Space Proposal you are required to complete and submit the **Final Examination & Degree Show Change Control Form** which will identify the amendments to your plan, this should be accompanied by a new Risk Assessment form; that will be required to be signed off by your Stage Leader prior to installation.

You are also required to complete **Final Examination & Degree Show Exhibition Downtaking Form**. This form should be completed and submitted with the **Final Examination & Degree Show Space Proposal Form** and submitted by the 18th April, and signed off by your Stage Leader. As with the installation of your work, the removal of your work should follow the departmental Health & Safety protocols and procedures and practiced in conjunction with individual Risk Assessments.

Please ensure that you have these forms on display during the installation of your work.

Note: You need to consider any equipment that you will require in order to present your work for examination and exhibition and to ensure and organise its availability for the necessary period of time.

In preparing your exhibition space ensure that all paint used is primarily water based.

Absolutely NO turpentine, solvents or any chemicals are to be disposed of in sinks. All solvents and any chemicals, turpentine etc. must be disposed of in the sinks. All solvents and any chemicals, turpentine, etc., must be disposed of through the appropriate bins (if in doubt ask).

Ensure that all brushes and rollers are cleaned after use and paint containers are sealed and stored safely.

The same process of form completion will be required for the Stage 4 Housing Exhibition and the RP4 exhibition; this should be completed and submitted to the Stage Leader to sign off prior to installation.

INSTALLING YOUR WORK

Stage 4:

You have access to install your work during normal building opening hours.

All work must be installed by 9 pm May 3rd.

Staff will be present to ensure that the studio space is empty at that time.

It is your responsibility to tidy up your space once your installation is complete and to remove tools, paper, and rubbish and deposit in the appropriate bins.

Stage 5:

You have access to install your work on May 6th, the GSA buildings are closed Mon. May 7th, so there will be no access.

All work must be installed by 6pm on 8th May

Staff will be present to ensure that the studio space is empty at that time.

It is your responsibility to tidy up your space once your installation is complete and to remove tools, paper, and rubbish and deposit in the appropriate bins.

(all times and dates to be confirmed)

STUDENT RESPONSIBILITIES

It is your responsibility to ensure that if you are using any electrical or electronic equipment for your final submission, that it has been PAT tested prior to installation, is fully operational when installed, and that you switch any equipment on and off daily during the assessment period, including the days when the external examiners are present (24th-25th May). You will be permitted to access the studio between 8-9am and 6-7pm daily during the assessment period.

DEADLINE

As this is an EXAMINATION the final deadline for the installation of your work must be completed by the following dates:

STAGE 4: May 3rd

STAGE 5: May 8th

There will be NO further access to add or change your work during the Examination Period.