COURSE SYLLABUS						
Course Title	**Course Code**	**Semester**	**Course Hour/Week**		**Credit**	**ECTS**
Professional Portfolio Design and Presentation Techniques	INAD 404	2	**Theory** 1	**Practice** 2	2	4
Course Type	Compulsory Courses	Department Elective	Faculty Elective	University Elective	CoHE (YÖK) Compulsory	Other
	✓					
Level of Course	Associate Degree (Short Cycle)		Undergraduate (First Cycle)		Graduate/ Doctoral (Second /Third Cycle)	
			x			

Language of Instruction	English

Course Instructor(s)	Assoc. Prof. Dr. Soad Abokhamis Mousavi	E-mail: soad.mousavi@arucad.edu.tr Office : TI-OFF18
Course Objectives	This course prepares interior architecture students to compile, design, and present a professional portfolio that effectively showcases their academic and creative work. Students will learn to: 1) select, edit, and organize their design work into a coherent and compelling body of work, 2) apply graphic design and layout principles to present projects clearly and professionally, both in print and digital formats, and 3) develop supporting professional materials — including resumes, business cards, and online profiles — that support their transition into the design profession.	
Course Learning Outcomes	**Students will able to:**	**Teaching Methods** / **Evaluation Methods**
	Apply appropriate software to construct complete and accurate electronic documents.	Group discussions, Lectures / Midterm project submission, final exam
	Produce comprehensive presentations to communicate design concepts effectively.	Group discussions, Lectures / Midterm project submission, final exam
	Demonstrate ideas and solutions through clear oral and written presentations.	Group discussions, Lectures / Midterm project submission, final exam
	Organize and coordinate the production process to ensure accuracy and meet established	Group discussions, Lectures / Midterm project submission,

	deadlines.		final exam
	Examine and evaluate creative strategies developed for different audiences and purposes.	Group discussions, Lectures	Midterm project submission, final exam
	Critique and revise individual work, understanding the role of evaluation in developing a professional portfolio.	Sustainable design lectures, Group discussions,	Midterm project submission, final exam
Course Content	This project-based course guides interior architecture students through the process of compiling a professional portfolio for entry into the design profession. Students will critically review, revise, and reorganize previous studio projects and assignments, selecting the work that best demonstrates their design abilities and creative range. Emphasis is placed on developing strong visual communication skills, including the effective presentation of two- and three-dimensional design work through layout, composition, and graphic design principles. In addition to portfolio content, students will produce the supporting materials expected in professional practice, including a resume, business card, and personal branding elements. The course also addresses the technical and material requirements of print and digital presentation formats, preparing students to present a polished, industry-ready portfolio suitable for job applications, graduate study, or freelance practice.		

COURSE OUTLINE/SCHEDULE			
Week	**Topic**	**Implementation (theory/practice)**	**Required Reading, Preliminary Preparation**
1	Introduction, Meet and Greet, Go Over Syllabus and What is Expected Explanation of the midterm submission: 1. Resume design 2. Business card design 3. Cover page of the Portfolio 4. The final Layout of the Portfolio	T	Please bring your current finished designs for week 2.
2	Discussion on **Layout Development.**	T/P	Working on the concept and story of the portfolio
3	Reviewing the project Selections	T/P	Working on the concept and story of the portfolio
4	**Cover Page and Portfolio Layout Design.** Discussion on Graphic Design and Self-Branding**.** Critiques of the Progress on Portfolio Cover Page and Layout.	T/P	Working on the cover page and layout of the portfolio
5	**Resume and Business Card**	T/P	Working on the cover page

	Development Critique of the Progress on Portfolio Cover Page and Layout.		and layout of the portfolio. Design of Resume and Business Card
6	Finalizing the Resume & Business Card Development Finalizing the Layout of the Portfolio	T/P	Working on the cover page and layout of the portfolio. Design of Resume and Business Card
7	Review week	T/P	Working on the cover page and layout of the portfolio.
8	Finalizing the Layout of the Portfolio+Midterm week	p	Working on the cover page and layout of the portfolio.
9	Finalization of the content, about me, layout, and portfolio texts	P	Working on the presentation of each design project week by week.
10	Finalization of the content, about me, layout, and portfolio texts	T/P	Working on the presentation of each design project week by week.
11	**Discussion on How to Deliver a Successful Oral Presentation.** Working on the final Portfolio.	T/P	Working on the presentation of each design project week by week.
12	**Discussion on Freelance**, Design of Platforms, and How to Make a Successful Profile. Working on the final Portfolio.	T/P	Working on the presentation of each design project week by week. Creating freelance profile
13	Working on the final Portfolio.	T/P	Working on the presentation of each design project week by week. Creating digital portfolio
14	**Discussion on Online/Digital Portfolio.** Working on the final Portfolio.	T/P	Working on the presentation of each design project week by week. Creating digital portfolio.
15	Working on the final Portfolio.	T/P	Working on the presentation of each design project week by week. Creating digital portfolio.
16	Working on the final Portfolio. Last review before final Submission	T/P	Working on the presentation of each design project week by week. Creating digital portfolio.
17	**Final Exam period (18–25 June 2026)**		

Required Course Material(s) / Reading(s)/ Text Book(s)	Clazie, I. (2010). *Creating your digital portfolio*. HOW Books. **Call number:** NC 1001 .C53 2010 Myers, D. R. (2014). *The graphic designer's guide to portfolio design*. John Wiley & Sons. **Call number:** NC1001 .M94 2014
Recommended Course Material(s)/ Reading(s) /Other	Heller, S., & Vienne, V. (2015). *Becoming a graphic and digital designer: A guide to careers in design*. **Call number:** NC1001 .H45 2015

ASSESSMENT		
Learning Activities	**NUMBER**	**WEIGHT in %**
Mid-Term submission	1	40
Contribution of Final Examination/Final Project/to the Final Grade – Final Exam and Project	1	60
TOTAL		**100**

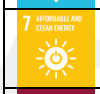
CONTRIBUTION OF COURSE LEARNING OUTCOMES TO PROGRAMME LEARNING OUTCOMES							
No	**PROGRAMME LEARNING OUTCOMES**	Level of Contribution (1-lowest/ 5-highest)				
		1	2	3	4	5
	KNOWLEDGE Understanding and knowing — theoretical, historical, and conceptual foundations					
1	Demonstrate comprehensive knowledge of visual and spatial design language, encompassing fundamental principles of form, function, space, material, ergonomics, ecology, and society, as well as technical knowledge, in the production of human-centered interior environments.		x			
2	Critically engage the history of interior architecture, art, and design, drawing on research methodologies to inform culturally sensitive and contextually grounded design practice.	x				
3	Understand interior architecture as a holistic and interdisciplinary profession, articulating the relationship between spatial design, architecture, art, and environmental stewardship.	x				
4	Understanding of theoretical, historical, cultural, ecological, and universal accessibility dimensions of interior design to inform responsible, inclusive, and environmentally conscious spatial decision-making.				x	
	SKILLS Doing and making — technical, creative, and methodological abilities					
5	Develop and communicate design concepts through diverse visualization tools — including hand drawing, and digital modeling — demonstrating competency in contemporary representational technologies for professional design communication.		x			
6	Produce technically proficient sketches, technical drawings, and documentation according to professional standards, applying both analog and digital tools in spatial problem-solving.			x		
7	Apply systematic, research-based critical thinking in design processes and problem-solving, addressing contemporary spatial and ergonomic demands with research-driven design strategies.				x	
8	Produce design models, cost estimations, and technical documentation					x

	for project realization, incorporating sustainable design strategies and adaptive reuse methodologies for heritage and contemporary environments.					
	COMPETENCIES Professional behavior and attitude — ethical, creative, and lifelong practice					
9	Articulate a personal creative vision and present design proposals verbally, visually, and textually across a range of media, upholding the high standards of creative excellence, considering legal and ethical practices.					x
10	Demonstrate commitment to continuous self-development, lifelong learning, and professional ethics, contributing to the cultural and intellectual enrichment of local, regional, and global communities.			x		
11	Demonstrate proficiency in innovative design tools and emerging technologies, integrating traditional craftsmanship with contemporary digital methods to expand the boundaries of interior spatial design.					x
12	Collaborate effectively in interdisciplinary and intercultural teams, demonstrating leadership, communication, and project management competencies in design and professional contexts.			x		

ECTS / STUDENT WORKLOAD				
ACTIVITIES	**NUMBER**	**UNIT**	**HOUR**	**TOTAL (WORKLOAD)**
Course Teaching Hour (X weeks * total course hours)	**16**	**1**	**3**	**48**
Preliminary Preparation and self- study	**16**	**1**	**3**	**48**
Mid-Term Assignment Submission	**1**	**1**	**6**	**6**
Assignments (including preliminary Preparation and self-study)				
Final Assignment Submission	**1**	**1**	**6**	**6**
Final Exam (including preliminary Preparation and self-study)				
Final Project (including preliminary Preparation and self-study)				
TOTAL WORKLOAD				**108**
TOTAL WORKLOAD / 25				**4.32**
ECTS				**4**

ETHICAL RULES CONCERNING THE COURSE
Plagiarism Disclaimer Detected and undetected plagiarism is a serious offense at any time and can have devastating effects on your degree results and future professional life. Plagiarism is easy to avoid if you ensure that you properly identify and acknowledge your sources and do not copy directly from visual examples, designs, or notes that have themselves been taken word-for-word from your sources.

	SDG 1: No Poverty	

	SDG 2: Zero Hunger	
	SDG 3: Good Health and Well-Being	x
	SDG 4: Quality Education	x
	SDG 5: Gender Equality	x
	SDG 6: Clean Water and Sanitation	
	SDG 7: Affordable and Clean Energy	
	SDG 8: Decent Work and Economic Growth	
	SDG 9: Industry, Innovation and Infrastructure	x
	SDG 10: Reduced Inequalities	x
	SDG 11: Sustainable Cities and Communities	
	SDG 12: Responsible Consumption and Production	
	SDG 13: Climate Action	
	SDG 14: Life Below Water	
	SDG 15: Life on Land	
	SDG 16:Peace, Justice and Strong Institutions	
	SDG 17:Partnership for the Goals	x

ASSESSMENT DETAILS AND EVALUATION CRITERIA:	
Final grades will be determined based on the course learning activities and the assessment details for the final examination or project, as outlined below, in accordance with the University's Education and Examination Regulations. Students are required to attend at least 70% of the classes. The maximum allowable absenteeism is 30%. **Midtem 40%** **Final 60%**	
PREPARED BY	Asst. Prof. Dr. Nazgol Hafizi-07.02.2025
UPDATED	Assoc.Prof.Dr Soad Abokhamis Mousavi-February 2026
APPROVED	