

DESIGN THESIS 2021-22

SCHEDULE + REQUIREMENTS

FALL (REVISED AFTER UMFA STRIKE NOVEMBER 2 TO DECEMBER 6TH 2021)

FOR STRIKE-AFFECTED M2 STUDENTS:

- Jan 6th, 2022 *PROPOSAL draft due to Advisor for comments.
- Jan 18th - 19th Studio Reviews (strike-affected M2 Design Research Studios).

FOR ALL M2 STUDENTS:

- Jan 21st @ 3pm ***PROPOSAL** due to Advisor: PDF COPY of PROPOSAL & DIGITALLY SIGNED APPROVAL FORM due to: Tobi Hawkins (Tobi.Hawkins@umanitoba.ca); + Terri Fuglem (Terri.Fuglem@umanitoba.ca).

WINTER

- Jan. 24th **WEBPAGE FILES** due to “ONEDRIVE” (see below under “Digital Submission” + separate specs for submission).
- Feb. 11 Thesis Chair Assignments posted.
- March 7 & 8** **INTERIM REVIEWS** (with Advisor and Thesis Chair).
—Advisor to submit Evaluation to student + Tobi Hawkins by March 15th
- March 29** Final Thesis Technology Report (ARCH 7080) due **(tbc)**.
- May 3-5** **FINAL REVIEWS** with Advisor, Chair & External Examiner
—Advisor to notify student of evaluation status by May 8th
—Advisor to submit Evaluation to student + Tobi Hawkins by May 10th.
- May 6th 1:00 pm.** **Online Meeting** (Website Exhibition & Final Submission reminders)
- May 20 by 3pm** *** **PORTFOLIO BOOK with digital PDF** (incorporating any “conditional extra work”) Due to Tobi Hawkins, (location tbd). Submission to include: one (1) spiral bound copy (for advisor) + receipt for one (1) hard-bound book (for the library) – actual hard-bound book is due by **June 17, 2022** (location tbd).

Both soft + hard-bound copies must be submitted as a requirement for graduation.
- May 24, by 3pm** **WEBPAGE UPDATE** Your webpage must be updated with final versions of your abstract, panel and images as a requirement for graduation.

NOTE: *Students who do not meet the May deadlines—for any reason—will not be considered for awards. Failure to meet deadlines can result in a “Fail,” except in cases of personal illness, injury, or other acceptable excuse (like bereavement). Doctor’s notes must be submitted to the Graduate Student Advisor and extension requests must be made through your Advisor and approved by the Thesis Coordinator and Head.*

*Students are responsible for meeting all deadlines noted above. If extraordinary life circumstances make this impossible, then **July 31st** is the absolute latest acceptable deadline for submission of ALL documents (including the hard-bound book) for October graduation.*

Oct. 2022 **Convocation**

* DESIGN THESIS PROPOSAL

See separate handouts: "Proposal Description" and "Proposal Approval Form".

**DESIGN THESIS ~~PANEL~~ DIGITAL SUBMISSION (PANEL REQUIREMENT WILL BE WAIVED)

~~This exhibition worthy panel will be posted in the Architecture 2 Building, on the Department of Architecture's website, and at other venues in the city. The panel should be a single high quality color image, 16 x 24 inches, landscape orientation.~~

Due to the ongoing Pandemic, the PANEL will not be exhibited physically so this component is cancelled for this year. Your DIGITAL SUBMISSION should include the following: your NAME; PROJECT TITLE; the name of your ADVISOR; a 300 word ABSTRACT summarizing your design thesis; KEY RESOURCES (where pertinent); and representative and revealing IMAGES of your own work with CAPTIONS. The first image (in lieu of the PANEL) should be the most representative of your thesis topic or theme.

DIGITAL SPECIFICATIONS: (See Specifications) for the website link. Use the Design Thesis ONEDRIVE (the link will be sent to you). Name the files *exactly* in this format (w/ your last name):

AR_DTpanel_Lastname.pdf;
AR_DTpanel_Lastname.jpg

See last year's panels and webpages for reference:

<http://umanitoba.ca/architecture/department-architecture/student-work>

***DESIGN THESIS PORTFOLIO-BOOK (TWO PRINTED COPIES & PDF)

SIZE: minimum 10 x 10 inches; maximum 12 x 18 inches.

COVER PAGE: must minimally include your name, your project title, your graduation date (Oct. 2021), the name of your advisor, the University, Faculty and Department name.

BINDING: one portfolio must be a hard-bound book (for the library) with the student name on the spine; the second portfolio (for your advisor) may be spiral bound with a clear front and solid back.

PDF copy of your portfolio — these must be submitted on May 21st (uploading instructions tbd).

CITATIONS: You must use proper citations for quotes and photos (if the images are not your own). We recommend the Chicago/Turabian style guide (which is available on our Library's website):
<http://libguides.lib.umanitoba.ca/c.php?g=298394&p=1988887>

GENERAL FORMAT: Review the guidelines for "regular style" thesis submission on the Faculty of Graduate Studies website. Note, however, that your Design Thesis Book is special, since it is a design document, not a written thesis. Nevertheless, the general Grad Studies guidelines for title pages, abstracts, table of contents, margins, page numbers, copyright, etc. are helpful:
<http://umanitoba.ca/graduate-studies/student-experience/thesis-and-practicum>

OTHER REFERENCES: For general Design Thesis Portfolio specifications and guidelines see the 2020-21 Department of Architecture downloads:
<http://umanitoba.ca/faculties/architecture/programs/architecture/downloads.html>

You are encouraged to review the Design Thesis Books from previous years. These are available in the reference section of the architecture library.

2021-22 Design Thesis Committee: Terri Fuglem (Chair/Coordinator), Neil Minuk & Brian Rex, with Tobi Hawkins, Graduate Student Advisor.