Victoria University
Faculty of Architecture and Design

ORIENTATION 2015 / 23–27 Feb

Project by Masters of Interior Architecture Student Vioula Said.

Contents

Welcome to the Faculty of Architecture and Design **5**

About Orientation **6**

Other Key Events **8**

Orientation Week Planner **11**

Welcome to the School of Design **13**
BDI Lectures and Studio Streams 14
Timetable Overview Trimester One 15
BDI Materials and Equipment 16
Bachelor of Design Innovation (BDI) First Year Course Information 17
Culture+Context First Year Course Information 19
Industrial Design First Year Course Information 21
Media Design First Year Course Information 23

Welcome to the School of Architecture **25**
BAS and BBSc Lectures and Studio Streams 26
Timetable Overview Trimester One 27
BAS and BBSc Materials and Equipment 29
Bachelor of Architectural Studies (BAS) First Year Course Information 31
Bachelor of Building Science (BBSc) First Year Course Information 33

Te Aro Campus Facilities **34**
Resource Centre 35
Level One Te Aro Campus Map 36
Faculty CAD/Design (SOAD) Computers 37
Architecture and Design Library 39

General Information **40**
Understanding the Structure of Courses 40
Understanding the Timetable 41
Student ID Cards/ Scholarships 42
University Student Services 43
Victoria Abroad/Vic Plus Award and Victoria International Leadership Programme 44
Student Administration 45
Health and Safety Information/Studio Rules Policy 47
Frequently Asked Questions 48
Student Associations 51
Te Rōpū Āwhina 52
2014 Calendar 54
Glossary of Terms 56

VICTORIA
UNIVERSITY OF WELLINGTON
TE WHARE WĀNANGA
O TE ŪPOKO O TE IKA A MĀUI
Te Aro Campus
Te Papa Aroranga O Te Papa

Welcome to the Faculty of Architecture and Design

Welcome to Victoria University of Wellington and the Faculty of Architecture and Design.

This Orientation booklet has been prepared for first-year students entering the Bachelor of Design Innovation (see page 13), the Bachelor of Architectural Studies (BAS) and the Bachelor of Building Science (BBSc) degrees (see page 25).

We want to help you prepare for your first few weeks of study as best as possible. This booklet contains important information about Orientation and will help you in your first few weeks here with us.

General information about the Faculty, such as opening hours, the Campus Map and FAQs can be found on pages 34–59.

Please bring this booklet with you for your Orientation Day – we look forward to you joining us.

Dr Robin Skinner – Dean

About Orientation

The New Students' Orientation is a week-long event running from Monday 23 February to Friday 27 February 2015.

Compulsory Orientation Sessions

You will be welcomed by key staff from each of the disciplines taught within your degree. They will give you an insight into what is ahead. Following each presentation you will be required to have your photograph taken and pick up your workshop equipment.

Bachelor of Design Innovation (BDI)
Wednesday 25 February 2015, 10am–1.30pm
See more details on page 13.

Bachelor of Architectural Studies (BAS) and Bachelor of Building Science (BBSc)
Thursday 26 February 2015, 10am–1.30pm
See more details on page 25.

Kelburn Campus Tours

It is important for those taking courses taught at Kelburn Campus that you familiarise yourself with where everything is. As part of New Students' Orientation you are able to participate in campus tours. These take approximately one hour and will depart from Vic Info Ihonui, Level 1 Kelburn Library entrance, the Hub.

Tour times are:

- Tuesday 24 February
  10am, 12pm and 2pm
- Wednesday 25 February
  9.30am, 12pm and 1pm
- Thursday 26 February
  10am, 12pm, 1.30pm and 4pm
- Friday 27 February
  11.30am

Campus maps can be downloaded in PDF format on the Victoria University website www.victoria.ac.nz/about/explore-victoria/campuses

Campus Coaches

Want to meet other students in your faculty? Learn more about Victoria and how it works? The Campus Coaches programme sets you up in a group with other first-year students, led by a senior student who can show you around and give you tips when you first arrive. All new first-year students are welcome to join and it is particularly useful for those not living in a Hall of Residence.

To assist with familiarising yourself with Victoria we suggest that you participate in the Campus Coaches programme. If you wish to do this please pre-register online via www.victoria.ac.nz/campuscoaches.

The programme starts with a 'kick-off' on **Monday 23 February, 2.30pm in the Memorial Theatre, Student Union Building, Kelburn Campus** for Architecture and Design students. At this you will meet your Campus Coach and as a group decide what you would like to do during the following 2 weeks. If you have not pre-registered you can still go to the kick-off but we may not be able to put you into a group that contains students studying the same courses as you. We suggest that you attend other New Students Orientation events being held at Kelburn Campus.

What to Bring to Compulsory Orientation

- The Students Guide 2015 that you will receive after your Confirmation of Study outlines some of the important procedures for Orientation Day, such as logging in to the computer systems. It will be useful to have on hand for reference.
- Your ID card if you have already been to Kelburn and collected one earlier in the week – see page 42 for more information.
- Pen and paper if you wish to take notes in your introductory presentations.
- This Orientation booklet – this is a source of valuable information, please have it on hand.

Further Information

For more information about Orientation you can visit:
the Faculty website www.victoria.ac.nz/fad/study/orientation
the Victoria New Students' website www.victoria.ac.nz/newstudents
or visit our facebook page for the latest updates, news and info
www.facebook.com/VUWArchitectureandDesign

Other Key Events

Kelburn Welcome

When: Monday 23 February, 12.30pm
Where: Kelburn Park
If you will not be living in a Hall of Residence, go to the Hunter Lounge in the Student Union Building at 9am to prepare for the Welcome – you will be given a t-shirt and learn a chant to use in the Welcome. You will then be walked down to Kelburn Park as WGTN Hall group. If you live in a Hall – your Hall will be getting you to this Welcome.

Get Involved Workshops

When: Tuesday 24 February, 12pm and 3.30pm; Wednesday 25 February, 10.30am and 1pm; Thursday 26 February, 11.30am, 12.30pm and 3pm
Where: Hunter Building, Lecture Theatre 119, Kelburn Campus

Study Skills Workshops

A variety of sessions are offered – ranging in length from 45 minutes to 3.5 hours. Check these out in the New Students' Orientation programme www.victoria.ac.nz/newstudents

Gigs

O-Week Festival 2015 will run from Monday 23 February until Sunday 8 March. To check out events go to www.vuwsa.org.nz or follow VUWSA on facebook for updates www.facebook.com/vuwsa

Māori Students' Orientation

Pōwhiri
When: Tuesday 24 February, 10am–3pm
Where: Te Herenga Waka Marae, 46 Kelburn Parade, Kelburn Campus

Breakfast and Briefing Session
When: Wednesday 25 February to Friday 28 February, 8.30–9.30am
Where: Te Herenga Waka Marae, 46 Kelburn Parade, Kelburn Campus

Mature Students' Orientation

When: Monday 23 February:
9am–11am formal session in Hunter Building, Lecture Theatre 323, Kelburn Campus
11am–2.30pm approx. optional sessions (eg my VIctoriaIT session, Campus tour, Library tour).

Pasifika Students' Orientation

Welcome Evening
When: Monday 23 February, 5.30–8.30pm
Where: Maclaurin Building, Lecture Theatre 103, Kelburn Campus
followed by refreshments in the Alan MacDiarmid Building

Breakfast and Briefing Session
When: Tuesday 24 February to Friday 27 February 8.30–9.30am
Where: Alan McDiarmid Building, Rooms 102 and 104, Kelburn Campus

NSO Week Pasifika Students' Base
Activities throughout the day. Feel free to drop in during the day to regroup.
When: Tuesday 24 February to Friday 27 February, 9.30am–3.30pm
Where: Alan McDiarmid Building, Rooms 102 and 104, Kelburn Campus.
To register, contact Tapu Vea, Pasifika Liaison Officer, phone 04 463 6670, email tapu.vea@vuw.ac.nz

Refugee-background students welcome
When: Tuesday 24 February, 12–1.30pm
Where: Murphy Building, Room 632, Kelburn Campus
For more information email kirsten.reid@vuw.ac.nz

The Big Play Out

Finish a busy week with relaxation, sports and fun
When: Friday 27 February, 11am–2pm
Where: Kelburn Park, Salamanca Road, Kelburn (near the Cable Car)

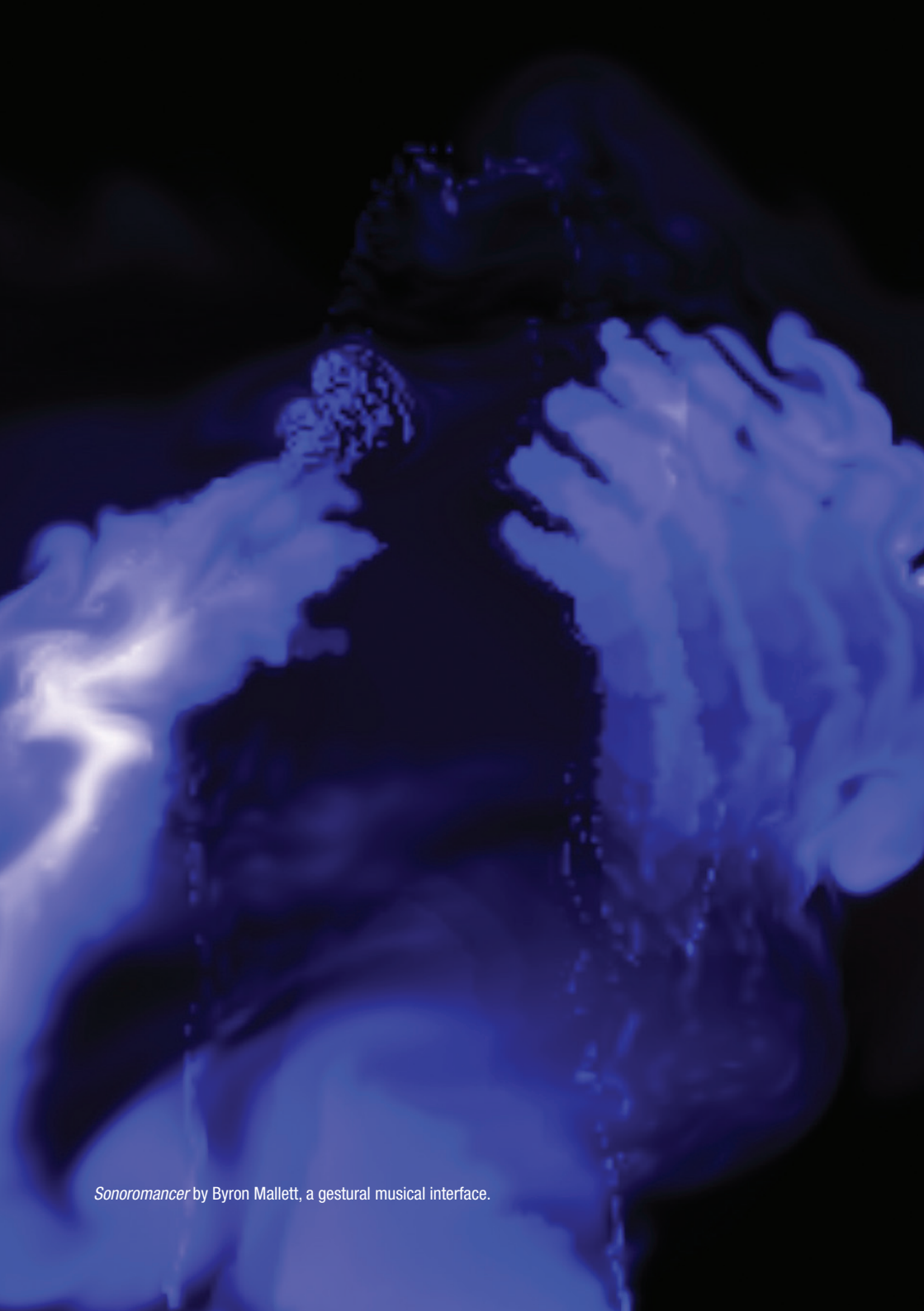
The full programme for New Students' Orientation week is outlined on the www.victoria.ac.nz/newstudents website and in the New Student Guide booklet, also available online. A copy of this will be posted to you shortly after you receive your Confirmation of Study, however if a week later you have not received one please email course-advice@vuw.ac.nz.

Smoke free Campuses

All Victoria University campuses are smokefree. A smokefree campus means a healthier environment for staff, students and visitors.

This means that no-one can smoke on any of our campuses. Including Halls of Residence and outdoor spaces such as sports fields. People can smoke outside the University campuses on public land, for instance along Kelburn Parade outside the Kelburn Campus.

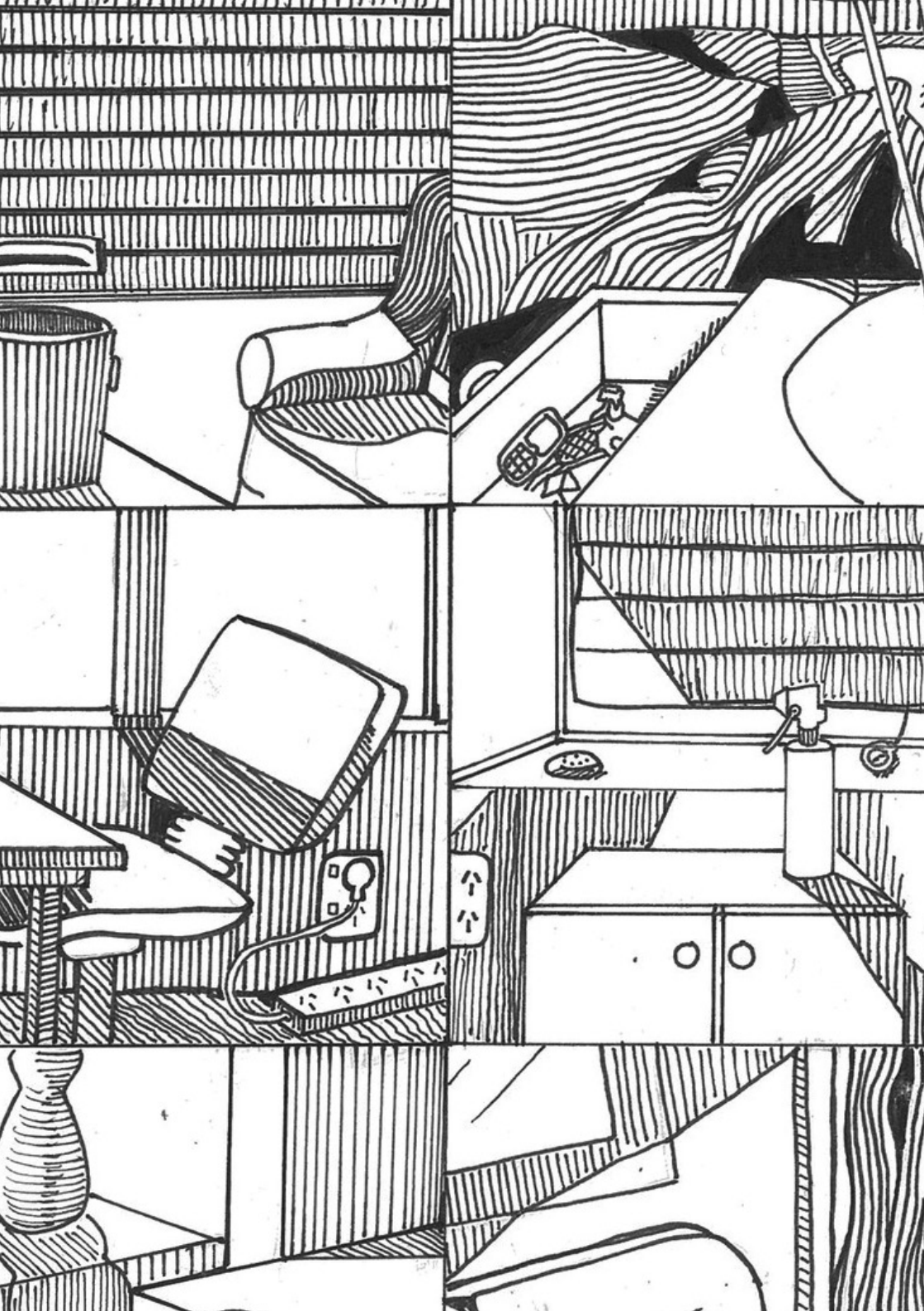
Please note: Wellington City Council Parks such as Kelburn Park, and Cobblestone Park outside Te Aro Campus are also smokefree.



Sonoromancer by Byron Mallett, a gestural musical interface.

Orientation Week Planner

	Monday	Tuesday	Wednesday	Thursday	Friday
9am–10am					
10am–11am		**Māori Students' Orientation – Pōwhiri** Te Herenga Waka Marae, 46 Kelburn Parade (10am–3pm)	**First Year Orientation BDI Lecture** LT 1 & 2 (10am)	**First Year Orientation BAS & BBSc Lecture** LT 1 & 2 (10am)	
11am–12pm			**BDI Photos and collect workshop equipment** (11.05am–12.30pm)	**BAS & BBSc Photos and collect workshop equipment** (11.05am–12.30pm)	**The Big Play Out** Kelburn Park (11am–2pm)
12pm–1pm	**Welcome at Kelburn Park** (12.30pm, see the Students Guide 2015 booklet)		**Te Aro Campus Tours** (12.30–1.30pm)	**Te Aro Campus Tours** (12.30–1.30pm)	
1pm–2pm					
2pm–3pm	**Campus Coaches 'kick off'** Memorial Theatre, Student Union Building, Kelburn Campus (2.30pm)				
3pm–4pm					



Welcome to the School of Design

The following essential information relates to the commencement of the first year of your Bachelor of Design Innovation (BDI) degree.

Compulsory Orientation

This is your official introduction to the School of Design in preparation for beginning your studies. It will provide valuable information and the opportunity to meet and greet your lecturers and fellow students. You are expected to attend.

When: Wednesday 25 February, 10am–1.30pm
Where: Starting in Lecture Theatres 1 and 2, Level 1, Faculty of Architecture and Design, Te Aro Campus, 139 Vivian Street, Wellington

<table>
<tr><th>10am</th><th>11.05am</th><th>12.30pm</th><th>1.00pm</th><th>1.30pm</th></tr>
<tr><td rowspan="4">BDI Lecture, LT1 (Compulsory)</td><td rowspan="4">Get photo taken, sign up for workshop training and collect workshop equipment</td><td colspan="3">Go on tour, next to elevator in Atrium (Optional)</td></tr>
<tr><td colspan="3">Sign up for Āwhina (Optional)</td></tr>
<tr><td colspan="3">BBQ outside Te Aro Building</td></tr>
</table>

Your courses have two components; weekly lectures, and studios/tutorials, these begin on 2nd March

Studio stream signups will be available online via S-cubed at an allocated time which will be advised and explained at orientation. Visit https://signups.victoria.ac.nz and choose ‘Support’ in the left hand column for instruction on how to use S-cubed. Allocations are generally done on a ‘first in, first served’ basis, however if students have clashes priority is given to them. Your fees need to be paid before you can sign up for studios, and you will need to know your temporary password and login (given to you in your Confirmation of Study). See page 40 for more information on lectures and studios/tutorials.

During orientation and as part of your mandatory course requirements you will receive modelling workshop safety equipment. This equipment includes a pair of safety glasses and earmuffs. There is no charge for these materials as it is included in your course fees.

Opposite page: First-year project by William Barber

BDI Lectures and Studio Streams

Your Timetable for 2015

The first trimester starts on Monday 2 March 2015. You are expected to attend all of your lectures and tutorials. Weeks one and two will consist of a **basecamp scenario** to fully prepare students for engagement with the expectations of the first year design environment. Basecamp is included in the timetabled sessions and tutorials and will introduce students to the School of Design Project work and assessments. **Work done in Basecamp will be assessed.**

Please bring a black pen, pencils and an artist quality sketch book for your first studios. See page 16 for a stationery list. To check the courses that you are enrolled in, visit myVictoria at my.vuw.ac.nz/cp/home/displaylogin. For first time users of myVictoria your login information can be found on your Confirmation of Study. Further course information can be found on pages 17–23.

Lectures and Studio Streams for Trimester One

M – Monday, **T** – Tuesday, **W** – Wednesday, **R** – Thursday, **F** – Friday
All students attend the Lecture. Studios are twice weekly, select Stream A or B on S-cubed.

DSDN 101 - *Design Visuallisation*
Lecture: T 8.30-9.20 VS LT1/2

(A) T: 9.30 -10.50 WIG101
(B) T: 11.00-12.50 WIG 101
(A) F: 8.30-10.20 WIG101
(B) F 10.30-12.20 WIG101

DSDN 111 - *Ideas and Principles of Design*
Lecture: M 8.30-9.20 VS LT1/2

(A) M: 9.30-10.50 WIG101
(B) M: 11.00-12.20 WIG101
(A) R: 8.30-10.20 WIG101
(B) R: 10.30-12.20 WIG101

All students attend the Lecture. Tutorial are once a week, select one tutorial stream from the following.

DSDN 171 - *Design in Context*
Lecture: W 9.30-10.20 VS LT1/2

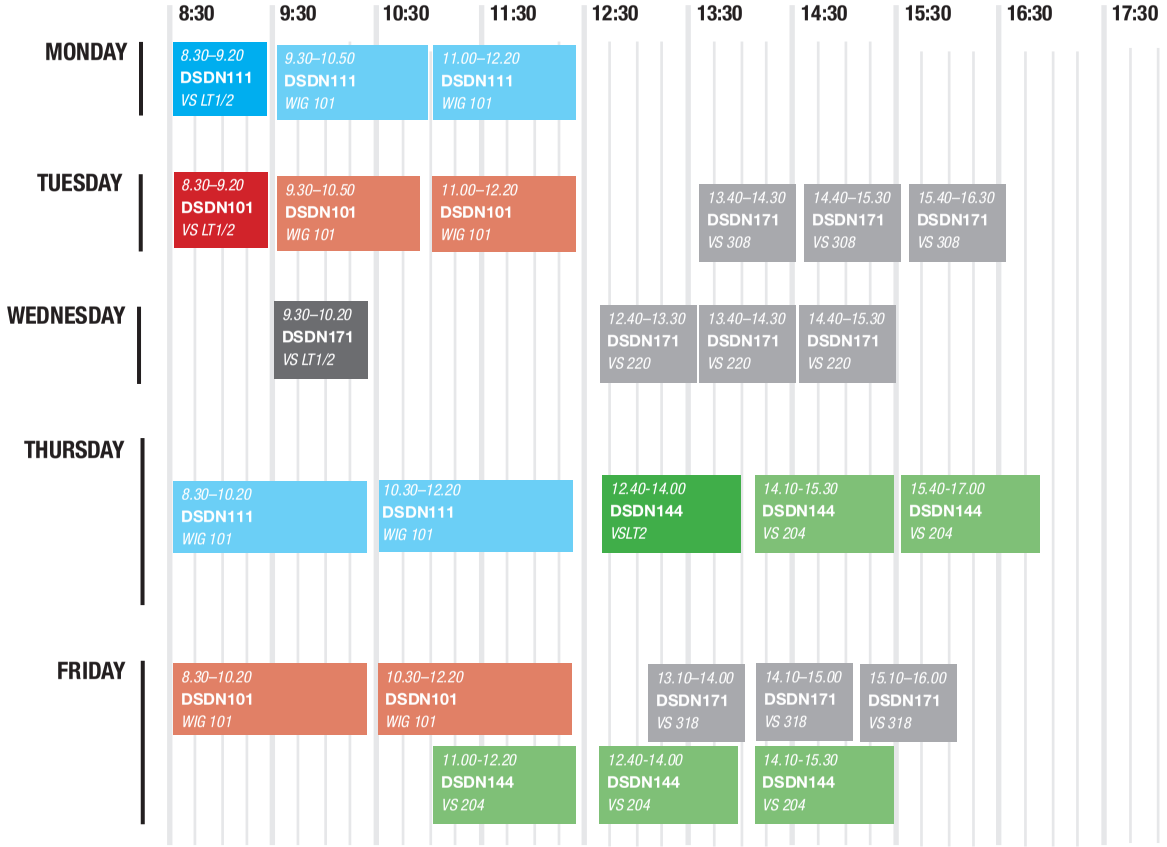
(A) W: 12.40-13.30 VS220
(B) W: 13.40-14.30 VS220
(C) W: 14.40-15.30 VS220
(D) T: 13.40 - 14.30 VS308
(E) T: 14.40 - 15.30 VS308
(F) T: 15.40 - 16.30 VS308
(G) F: 13.10 - 14.00 VS 318
(H) F: 14.10 - 15.00 VS318
(I) F: 15.10 - 16.00 VS318

DSDN 144 - *Photographics*
Lecture: R 12.40-14.00 VS LT1

(A) R: 14.10-15.30 VS204
(B) R: 15.40-17.00 VS204
(C) F: 11.00 -12.20 VS204
(D) F: 12.40 - 14.00 VS204
(E) F: 14.10-15.30 VS204

Times and rooms may change from what was provided on your Confirmation of Study and here. Please refer to the online timetable at www.victoria.ac.nz/students/study/timetables for the most up-to-date times and information.

Timetable Overview Trimester One



BDI Materials and Equipment

The tools and materials listed below are essential to beginning your study in the School of Design. As the year progresses you may find that you require other tools and materials that can often be easily sourced from the Faculty Resource Centre, art supply, craft and hardware stores located nearby.

Required for Basecamp (beginning of semester)

- Clutch pencil, clutch pencil sharpener, leads OR range of HB–6B / graphite pencils
- Black drawing pens (variable line weights, from fine through to 0.6 Sharpie or Stadtler pigment liner)
- Artist quality sketchbook i.e Moleskine (A4)
- Steel rule – Celco 300mm
- Craft knife
- A4 cutting matt
- Small pliers (with wire cutter)

The following are required by the end of week two

- A4 Zeta paper
- Eraser and eraser shield
- Coloured pencils (small selection)
- Circle template – Helix H67
- Compass (metal with wheel)
- Scissors

Optional – but useful

- Toolbox 400mm – G557 with insert utility tray
- Technical flexi curve (40cm)
- T square – Taurus 500mm
- Set squares 45’ & 30/60’ – Helix 320 mm – one of each type

Students can purchase these items from recommended suppliers during Orientation week.

Bachelor of Design Innovation (BDI) First Year Course Information

In the first year, you will take a total of eight courses (120 points). These courses are made up of core courses and elective courses and/or courses to complete a minor. In the first trimester you will take four courses and in the second trimester you will take four courses to complete your first year specialisation requirements. See pages 18–23 for more information.

English Writing Requirements

First year of the BDI requires students to complete WRIT 101 – Writing English or WRIT 151 – Writing in English as a Second Language.

PLEASE NOTE

If you have achieved 14 or more NCEA level 3 credits in English, History, Art History, Classics or Economics you may substitute WRIT 101 or WRIT 151 with an elective course. **You will need to apply to be exempt from the WRIT requirement at the Faculty Office or by email to design@vuw.ac.nz after you receive your NCEA results.**

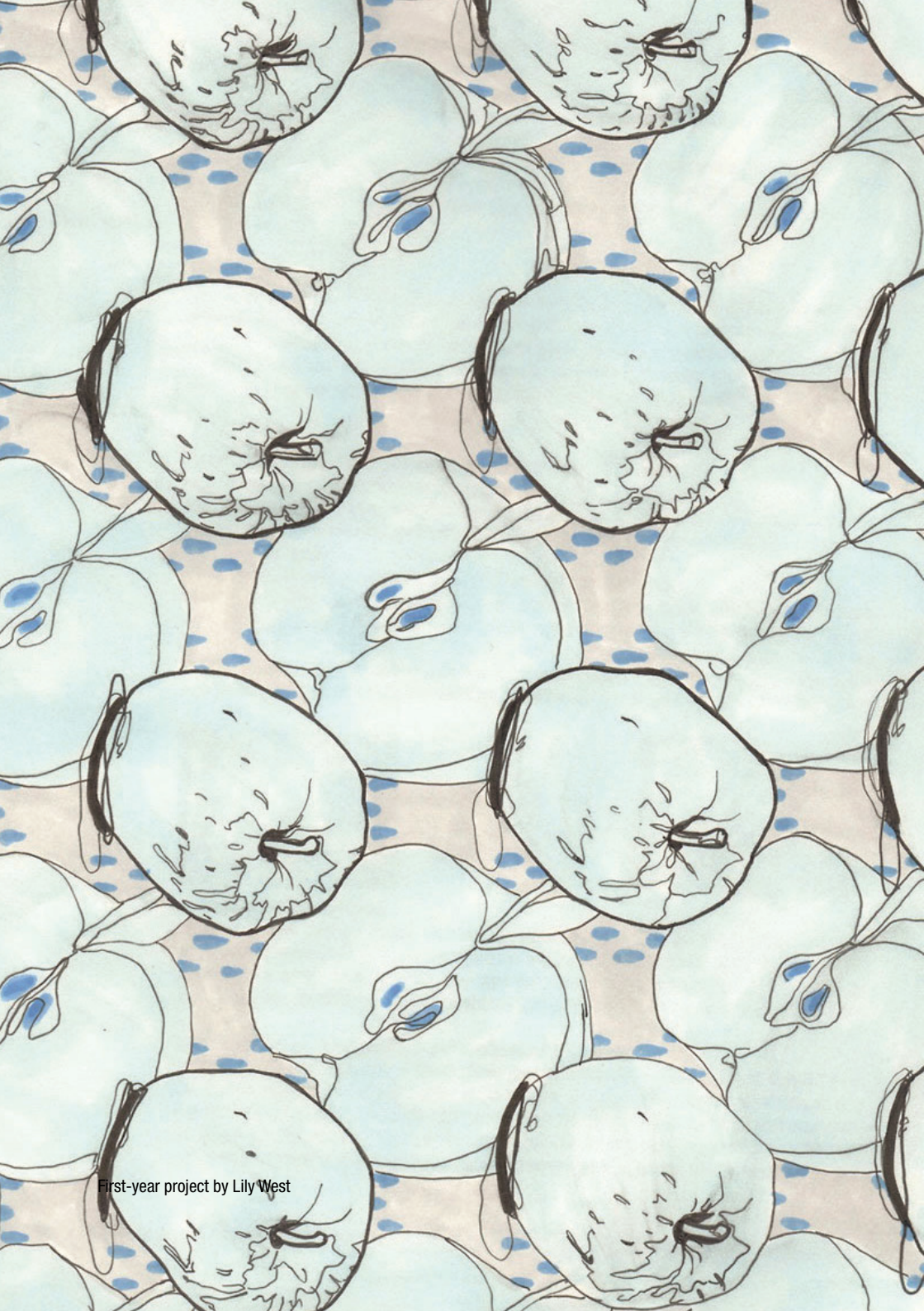
WRIT 101 and 151 are offered in both trimesters. You need to choose a trimester to take this course that fits in with your other courses. This is especially important for those planning to complete a minor.

Minor

A minor is a feature of studying design at Victoria. It enables you to combine your design degree with studies in another subject. A minor requires 60 points at 200- and 300-level including at least 15 points at 300-level. In first year you are required to complete the prerequisite courses for entry into the 200- and 300-level courses for your minor. Media Design and Industrial Design students are not required to enrol in a minor if they prefer to build a course of study with design electives related to their specialisation. Culture+Context students must do at least one minor outside of the Faculty of Architecture and Design. See page 19 for more information.

Each design specialisation has a list of recommended minors that you can choose from. These can be found on pages 18–23. Please contact the relevant Faculty or School for course information relating to your choice of minor.

For more information on the Bachelor of Design Innovation please visit www.victoria.ac.nz/bdi



First-year project by Lily West

Culture+Context
First Year Course Information

DSDN 101 – Design Visualisation (Core Course)
DSDN 111 – Ideas and Principles of Design (Core Course)
DSDN 171 – Design in Context (Core Course)
WRIT 101 – Writing English or
WRIT 151 – Writing in English as a Second Language (See page 17)
Four elective courses (totalling 60 points), one must be a 100-level DSDN course* and courses to prepare you for your minor subject.

**We recommend DSDN 141 – Experimenting with Materials, and DSDN 144 – Photographics.*

Trimester One	Trimester Two
DSDN 101	DSDN 144
DSDN 111	Electives
DSDN 171	Electives
WRIT 101, 151 or elective	WRIT 101, 151 or elective

Note: DSDN 144, and WRIT 101, 151 are offered in both trimesters.
The above has been provided to act as a guide only. Electives must include courses for a minor and you may want to include further DSDN courses to allow an alternative specialisation.

Culture+Context Minors
Culture+Context students must do at least one minor outside the Faculty of Architecture and Design. With careful planning it is possible to complete a second minor. We recommend that the second minor should be a Design minor. Recommended minors include:

Architecture History and Theory
Art History
Asian Studies
Computer Science
Creative Writing
Cultural Anthropology
Development Studies
Electronic and Computer Systems
English Literature
Film
Geography
Māori Studies
Management
Marketing
Music
Pacific Studies
Philosophy
Psychology
Religious Studies
Science Communication
Sociology
Theatre

First-year project by Janice Lum

Industrial Design
First Year Course Information

DSDN 101 – Design Visualisation (Core Course)
DSDN 104 – Digital Creation (Core Course)
DSDN 111 – Ideas and Principles of Design (Core Course)
DSDN 141 – Experimenting with Materials (Core Course)
DSDN 171 – Design in Context (Core Course)
WRIT 101 – Writing English or
WRIT 151 – Writing in English as a Second Language (See page 17)
Two elective courses or courses for a minor (totalling 30 points).

Trimester One	Trimester Two
DSDN 101	DSDN 141
DSDN 111	DSDN 104 or elective
DSDN 171	DSDN 144/142/112 or elective
WRIT 101, 151, DSDN 132 or elective	WRIT 101, 151 or elective

Note: DSDN 144 and WRIT 101, 151 are offered in both trimesters.
The above has been provided to act as a guide only.

Industrial Design Minors
Recommended minors include:
Computer Science
Engineering
Film
Management
Marketing
Media Design
Music
Psychology

First-year project by Alexandre Bannwarth

Media Design
First Year Course Information

DSDN 101 – Design Visualisation (Core Course)
DSDN 111 – Ideas and Principles of Design (Core Course)
DSDN 112 – Introduction to Interaction Design (Core Course)
DSDN 142 – Creative Coding (Core Course)
DSDN 171 – Design in Context (Core Course)
WRIT 101 – Writing English or
WRIT 151 – Writing in English as a Second Language (Refer to page 17)
Two elective courses or courses for a minor (totalling 30 points).

Trimester One	Trimester Two
DSDN 101	DSDN 112
DSDN 111	DSDN 142
DSDN 171	DSDN 144, 104, 141, COMP 102, 103 or elective
WRIT 101, 151, DSDN 132, COMP 102 or elective	WRIT 101, 151 or elective

Note: Students wishing to specialise in Computer Graphics will need to take COMP 102, COMP 103 and MATH 161 as their elective courses and WRIT 101 in Trimester One.

Media Design Minors
Recommended minors include:
Film
Media Studies
Computer Science
Music
Art History
Engineering
Psychology
Management
Marketing

Final-year project by Master of Architecture student Oliver Booth

Welcome to the School of Architecture

The following essential information relates to the commencement of the first year of your Bachelor of Architectural Studies (BAS) or Bachelor of Building Science (BBSc) degree.

Compulsory Orientation

This is your official introduction to the School of Architecture in preparation for beginning your studies. It will provide valuable information and the opportunity to meet and greet your lecturers and fellow students. You are expected to attend.

When: Thursday 26 February 2014, 10am–1.30pm
Where: Starting in Lecture Theatre 1 and 2, Faculty of Architecture and Design, Te Aro Campus, 139 Vivian Street, Wellington.

Your courses have two components; weekly lectures, and studios/tutorials.

Studio stream signups will be available online via S-cubed at an allocated time which will be advised and will be explained at orientation. Visit https://signups.victoria.ac.nz and choose 'Support' in the left hand column for instruction on how to use S-cubed. Allocations are generally done on a 'first in, first served' basis, however if students have clashes priority is given to them. Your fees need to be paid before you can sign up for studios, and you will need to know your temporary password and login (given to you in your Confirmation of Study). See page 40 for more information on lectures and studios/tutorials.

During Orientation you will receive modelling workshop safety equipment. This equipment includes a pair of safety glasses and earmuffs. There is no charge for these materials as it is included in your course fees.

For more information on the School of Architecture please visit www.victoria.ac.nz/architecture.

BAS & BBSc Lectures and Studio Streams

Your courses have two components: weekly lectures, and studios/tutorials. There may be more than one studio per week, so carefully check the timetable at www.victoria.ac.nz/students/study/timetables for the most up-to-date times and information.

Your Timetable for 2014

The first trimester starts on Monday 2 March 2014. Please bring a black pen, pencils and plain white A4 paper for drawing in your first studios. See page 29 for an essential stationery list, a detailed list of materials will also be supplied through Course Coordinators. To check the courses that you are enrolled in, visit myVictoria at my.vuw.ac.nz/cp/home/displaylogin. For first time users of myVictoria your login information can be found on your Confirmation of Study. Further course information can be found on pages 31 and 33.

Lectures and Studio Streams for Trimester One

M – Monday, **T** – Tuesday, **W** – Wednesday, **R** – Thursday, **F** – Friday

All students must attend Lectures and Studios.

SARC 111, SARC 131 and SARC 161 have the option of two different studio times (streams) Students must sign up for one of the streams through S-cubed.

SARC 111 - *Introduction to Design Processes*
Lecture: M/R 8.00- 8.50 KK LT303
Studio stream options:
(A) M/R: 12.40-14.30 WIG101
(B) M/R: 14.40-16.30 WIG101

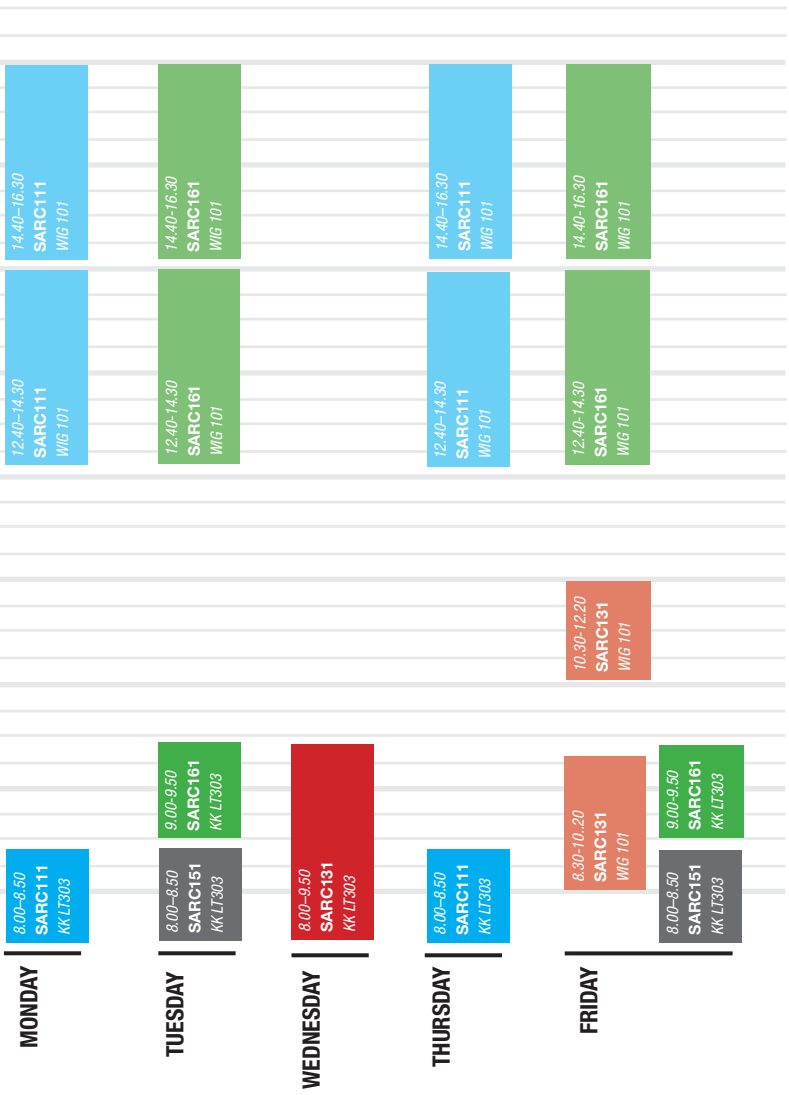
SARC 131 - *Introduction to Sustainability in the Designed Environment*
Lecture: W 8.00-9.50 KK LT303
Studio stream options:
(A) F: 08.30-10.20 WIG101
(B) F: 10.30-12.20 WIG101

SARC 151 - *Introduction to Design History and Theory*
Lecture: T/F 8.00-8.50 KK LT303

SARC 161 - *Introduction to Design Communication*
Lecture: T/F 9.00-9.50 KK LT303
Studio stream options:
(A) T/F: 12.40-14.30 WIG101
(B) T/F: 14.40-16.30 WIG101

Times and rooms may change from what was provided on your Confirmation of Study and here. Please refer to the online timetable at www.victoria.ac.nz/students/study/timetables for the most up-to-date times and information.

Timetable Overview Trimester One



Parametric Wall by FIrst Year student Dan Castro

BAS & BBSc Materials and Equipment

The tools and materials listed below are essential to beginning your study in the School of Architecture. As the year progresses you may find that you require other tools and materials that can often be easily sourced from the Faculty Resource Centre, art supply, craft and hardware stores located nearby.

Essential drawing tools

Pencils – 6B through to 2H
Pencil sharpener
Graphite stick
Clutch pencil with leads – 2mm, F and 2B leads
Eraser
Sketchbook or pad – A3 or larger
Visual diary – a size that you feel comfortable carrying at all times
Scale ruler – 1:100, 1:50, 1:25, 1:10 ratios
Adjustable set square – 250mm or longer
T square
Art bag/envelope for storing and transporting drawings

Essential model making tools

Steel ruler
Modelling knife – Stanley knife, or similar craft knife
Adhesives – PVA, UHU, wood glue
Cutting Mat – A3

SECTION A
3
5

Bachelor of Architectural Studies (BAS) First Year Course Information

SARC 111 – Introduction to Design Processes (Core Course)
SARC 112 – Design Processes (Core Course)
SARC 121 – Introduction to Built Environment Technology (Core Course)
SARC 131 – Introduction to Sustainability in the Designed Environment (Core Course)
SARC 151 – Introduction to Design History and Theory (Core Course)
SARC 161 – Introduction to Design Communication (Core Course)
SARC 162 – Design Communication (Core Course)
SARC 122 – Introduction to Applied Physics, Numerical Methods and Statistics for Designers*

**SARC 122 may be replaced by an elective course by (i) students who have at least 14 NCEA credits at Level 3 in each of two of the following: Calculus, Physics, Statistics, Modelling; (ii) students who are applying for second year Landscape Architecture or Architecture History and Theory programmes.*

Trimester One	Trimester Two
SARC 111	SARC 112
SARC 131	SARC 121
SARC 151	SARC 162
SARC 161	SARC 122 or elective*

For more information on the Bachelor of Architectural Studies please visit www.victoria.ac.nz/bas.

Opposite page: Fourth-year studio project by Landscape Architecture Graduate Nicholas Griffin

Bachelor of Building Science (BBSc) First Year Course Information

SARC 111 – Introduction to Design Processes (Core Course)
SARC 121 – Introduction to Built Environment Technology (Core Course)
SARC 131 – Introduction to Sustainability in the Designed Environment (Core Course)
SARC 151 – Introduction to Design History and Theory (Core Course)
SARC 161 – Introduction to Design Communication (Core Course)
SARC 162 – Design Communication (Core Course)
SARC 122 – Introduction to Applied Physics, Numerical Methods and Statistics for Designers*
100-level Elective Course

**SARC 122 may be replaced by an elective course by (i) students who have at least 14 NCEA credits at Level 3 in each of two of the following: Calculus, Physics, Statistics, Modelling; (ii) students who are applying for second year Landscape Architecture or Architecture History and Theory programmes.*

Trimester One	Trimester Two
SARC 111	SARC 121
SARC 131	SARC 162
SARC 151	SARC 122 or elective*
SARC 161	Elective

For more information on the Bachelor of Building Science please visit www.victoria.ac.nz/bbsc.

Opposite page: IN:SCRIPTI:ON WALL - Archive of autographs by Second Year student Kataraina Anaru

Te Aro Campus Facilities

Te Aro Campus is home to the Faculty of Architecture and Design which accommodates the School of Architecture and the School of Design. Nestled in the heart of the creative capital, the Faculty is surrounded by opportunities for those who want to live the dream.

Centrally located on Vivian Street, Te Aro Campus engages the sights, sounds and aromas of the city culture and is close to everything you might need. From print shops to hardware stores, fabric retailers to art and craft suppliers. Our building is fully equipped with all of the facilities you need while studying here with us, including:

- design studios
- 3D Modelling Workshops
- CAD/Design Computer Suites
- a photography studio
- exhibition spaces

Te Aro Campus Opening Hours

Trimester One and Two
7.30am–11.30pm (Monday–Friday)
9am–11.30pm (Weekends and Statutory holidays)

Trimester Three

7.30am–10pm (Monday–Friday)
9am–10pm (Weekends and Statutory holidays)

Note: Check the front door signage for any changes as these are our official operating hours. The building has swipe card access only after 5.00pm weekdays and during the weekend opening hours.

Te Aro Campus
139 Vivian Street, Te Aro Campus

Phone	**04-463 6200**
Fax	**04-463 6204**
Website	**www.victoria.ac.nz/fad/facilities**

Resource Centre

The Technical Resource Centre provides a variety of services to students and staff of the Faculty of Architecture and Design. They will provide you with most of the equipment and services that your courses require at competitive prices, and lecturers will inform Resource Centre Technicians if special equipment for classes is required. If you are not present on Orientation Day the Resource Centre is also where you can pick up your workshop safety equipment. Services available for first year students include:

Sales and Services

- Sales of general and specialist art and craft supplies such as tracing paper, drafting film, etc
- Sales of modelling materials
- Loading money onto student SOAD Domain 'print accounts'
- Equipment loan
- Loan of audio-visual and photographic equipment

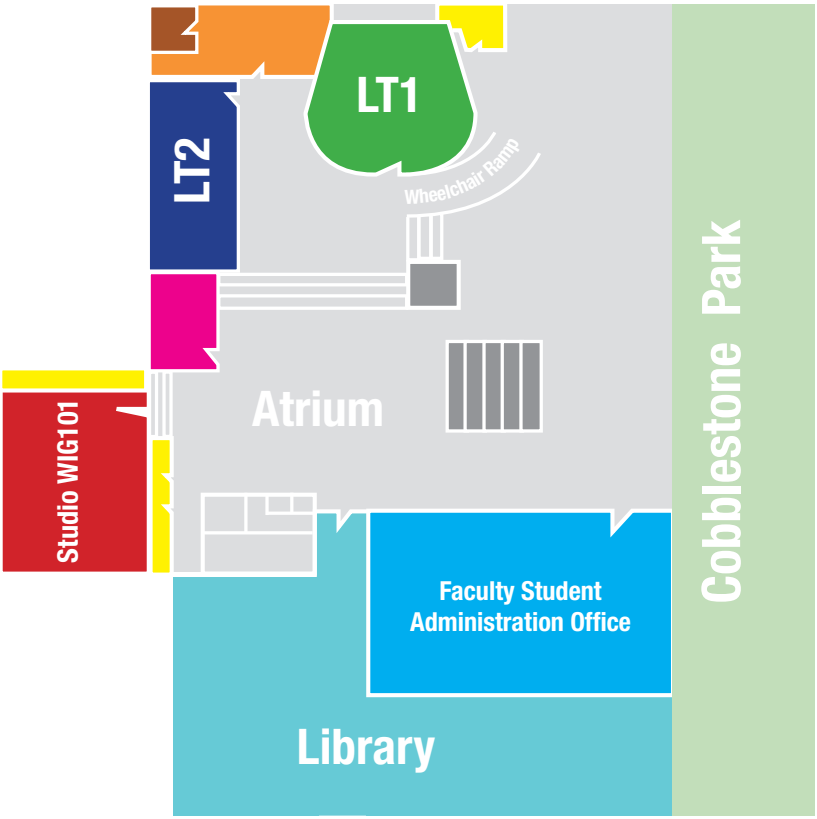
Technical Services

- Plotting and printing booking and payment

Speak to the Resource Centre (shop) or workshop technicians before purchasing to make sure you are getting the right materials to be working with.
Access hours for the Service Counter are from 8.30am–4.30pm, Monday–Friday during term time only. The service counter is closed for lunch from 12pm to 1pm daily.

Technical Resource Centre
Level 0, 139 Vivian Street, Te Aro Campus
www.victoria.ac.nz/fad/facilities

Level One Te Aro Campus Map



- Āwhina Room
- Common Room
- Seminar Room
- Elevator
- Toilets
- Lecture Theatre 1 (LT1)
- Lecture Theatre 2 (LT2)
- Stairs down to Level 0 and up to 2 & 3

Faculty CAD/Design (SOAD) Computers

The Faculty of Architecture and Design (FAD) has its own network of CAD/Design computers, connected to the Schools of Architecture and Design (SOAD) Domain network.

The SOAD Domain computer network is a School/Faculty resource, and is separate from the University wide cyber commons, library computers, and uses a different Username/Password than the one you have used to access myVictoria and/or to enrol. However we have made the Usernames for the SOAD Domain the same as your myVictoria Username, and we have made your default password your student ID number.

When logging in for your first time on a SOAD CAD/Design computer (using your Username that is common to both myVictoria and SOAD, and your student ID as the initial password), you will be asked by the system to change your password. New passwords should be at least 8 characters long and contain at least two of the following types of text: capital letter/s, lower case letter/s, and number/s.

SOAD CAD/Design Computer Locations

Our computer suites are located throughout Te Aro Campus. We have nearly 700 computers. The computers available for first year students are located in the First Year Studio (WIG101), and the Faculty computer tutorial rooms (VS226, VS322 and VS319).

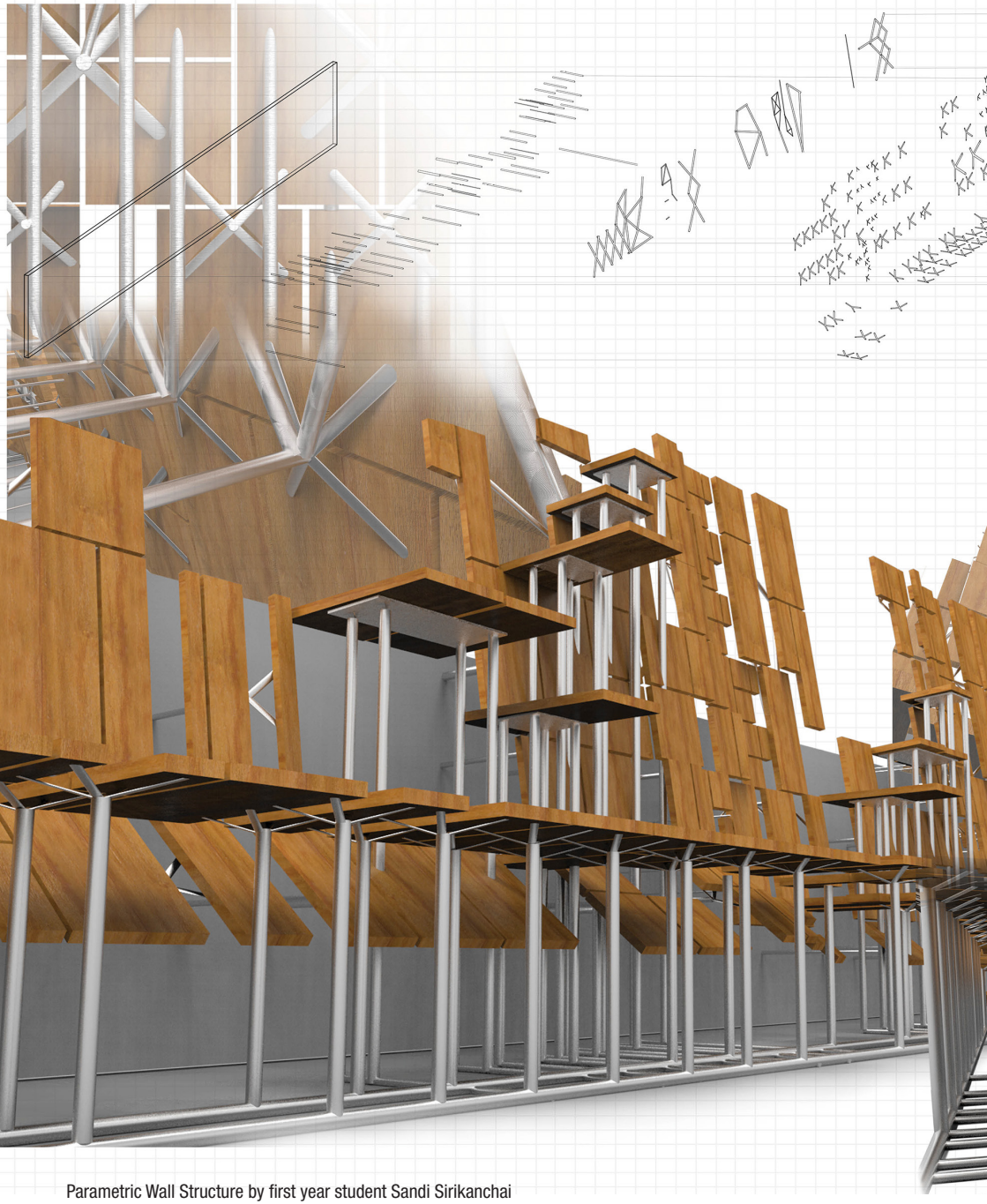
The Architecture and Design Library (VS119) have non-CAD/Design student computers, and so these are part of the University wide student network and on these computers you will need to use your myVictoria Username/Password.

Lynda.com Online Video Tutorials

The Faculty of Architecture and Design have signed up to a campus license for Lynda.com's On-line Training Library (OTL). The Lynda.com OTL is a globally recognised resource for augmenting formal tutorials, and for empowering student's learning and skills acquisition.

The OTL is a School/Faculty resource and will be available once Trimester One starts to Faculty students.

Please note email is the main form of communication between the university and students. Please ensure your email address in Student Records is correct.



Parametric Wall Structure by first year student Sandi Sirikanchai

Architecture and Design Library

Te Aro Campus has its own dedicated library for all of your Architecture and Design assignments, precedents and research. The Library is open:

Trimester One and Two
Normal School Year (2 March–15 November)
8.30am–10.30pm Monday–Thursday
8.30am–6.00pm Friday
1.00pm–5.30pm Saturday
1.00pm–8.30pm Sunday
Note: For up-to-date hours and public holiday access please check the Library website

Your student ID card is also your library card. Bring it with you when you visit the library. Students can borrow from any of Victoria University's five libraries, You also have access to other New Zealand and international libraries and potentially other libraries around the world.

You will have access to hundreds of electronic databases and thousands of electronic journals. Come in to the library early in the year to learn how best to find the information you might need.

Hundreds of electronic databases and thousands of electronic journals are yours to explore through the Library website either on campus or at home. Library tours will be offered in the beginning of Trimester One – sign up and learn how to find your way around and how to use the Library resources.

The Library also offers additional services such as:
- one-on-one research consultations
- help with assignments
- advice on referencing
- group study rooms and quiet study areas.

Architecture and Design Library
139 Vivian Street, Te Aro Campus

Phone	**04-463 6241**
Website	**http://library.victoria.ac.nz/library-v2/our-libraries/architecture-and-design-library**
Catalogue	**http://victoria.lconz.ac.nz/**

Understanding the Structure of Courses

While studying towards your Architecture or Design degree you will generally take two different types of courses:

Lecture based
Studio based

Lecture based courses generally involve a 50 minute lecture, that may take place more than once a week depending on the course. There are also tutorials which are in addition to lectures.

Tutorials are generally taken by a tutor where you can review lecture content, work on projects and get any help you might need.

Studio based courses generally take place in a studio. You will be allocated to a studio stream during orientation week where you will be in the studio with a group of up to 80 students or more depending on the course.

Studio based courses generally take place more than once a week, and are three hours in duration. In the studio you will complete practical assignments, projects and tasks set by staff.

The first year studio is a shared space between Architecture and Design students and is located on the first floor of the Wigan Building (WIG) which is off the Atrium on Level One.

During orientation week you will need to sign up for a **studio stream.** There may be up to three or more studio stream times to choose from.

Studio sign up will be available online via S-cubed after orientation. Instructions will be given during orientation. Studio preference information for design students can be found on page 14, and for architecture students on page 26.

Understanding the Timetable

Your timetable is available online at www.victoria.ac.nz/students/study/timetables. You may find that times and rooms may have changed from what was provided on your Confirmation of Study. Please refer to the online timetable as this has the most up-to-date times and information for the courses that you are enrolled in.

If you require assistance with this, please do not hesitate to contact our student administration staff at the Student Administration Office or ask one of our tour guides or staff during orientation for help.

The timetable is by 24 hour clock. The year is split into three trimesters. These are displayed as follows:

- Trimester One (T1 or 1/3)
- Trimester Two (T2 or 2/3)
- Trimester Three (AF, AD or 3/3) Summer.

AD = November to December (half trimester 1)
AF = November to February (full trimester 1)

The days are listed as follows:

- M – Monday
- T – Tuesday
- W – Wednesday
- R – Thursday
- F – Friday

You will generally have courses in these locations:

- VS – Vivian Street Building
- WIG – Wigan Street Building

Some courses take place at Kelburn. It is important you check the timetable before heading to your first class.

Your first year courses have either studios, tutorials or sometimes both. After orientation you need to assign yourself to a studio stream. There will be multiple studio stream options to choose from, so it is important to choose a stream that works for you, especially if you are taking electives at other campuses.

When signing up for studio streams note that they are generally listed A, B, C, and D. It is important you record which stream you are assigned to avoid turning up to the wrong studio stream.

You can view the 2015 Timetable online by visiting www.victoria.ac.nz/students/study/timetables.

Student ID Cards

Do you have your VUW Student ID card yet?
If not then go to www.victoria.ac.nz/students/new-students/prepare/student-id to find out how you can get your Student ID.

Carry your card with you at Uni – it has a number of uses such as:

- It has your VUW ID number which you will need to know.
- It allows you to use printers and photocopiers – follow me printing allows you to send your document to a printer, and continue working until you're ready to collect your printing. Once you are ready, hold your student ID card against the reader on any printer and you're ready to go.
- Allows for services in the Library, including: self service issuing, borrowing library books and using course reserve material.
- Faculty office enquiries – appointments with student advisers, requests for documentation such as transcripts, fees assessments and course Add/Drop forms.
- Allows entry into examinations.
- Allows you to collect your assignments from Schools.
- Allows access to Student Health and Counselling.
- Allows after hours access to computer labs and some Halls of Residence.
- Gets you student discounts for buses, the cable car, movies, restaurants, gym memberships, some theatres and travel.

Scholarships

Many scholarships are available through the Scholarships office, including hundreds of first year scholarships.

The office maintains the Scholarships Database, a comprehensive and current database listing of all scholarships, with criteria, value, tenure and closing dates.

Most application forms can be downloaded from the database. For best results when searching the database, keep the search criteria as broad as possible.

Scholarships Office
www.victoria.ac.nz/study/student-finance/scholarships

University Student Services

Victoria has a highly active Student Service network with a range of useful services available for students, including:

- Accommodation Service
- Careers and Employment
- Student Counselling
- Crèche and childcare
- Disability Service
- Financial Support and Advice
- Kaiwawao Maori
- Manaaki Pihipihinga Mentoring Programme
- Physiotherapy
- Student Health
- Student Learning

Student Services
www.victoria.ac.nz/students/support

Student Learning

University study will require new skills and strategies. Student Learning has online resources you can access to help with this skill development (www.victoria.ac.nz/studyhub) as well as workshops - see the event list on our home page (www.victoria.ac.nz/st_services/slss/).

You can also get ont to one help with our professional staff by booking a 50 minute appointment or seek express advice - 15 min appointments - at the library help desk, level 2, Kelburn campus Hub. Typically we work with architecture and design students on time and project management, analysing assessment requirements, developing writing for assessments, research and referencing and second language improvement.

Victoria Abroad

Victoria Abroad gives you the chance to complete part of your degree abroad at one of more than 100 prestigious exchange partners worldwide. You can attend an institution overseas and study for credit towards your degree while still paying normal Victoria fees. Grants and StudyLink are available. This programme is not available for first-year students.

Faculty of Architecture and Design exchange students may attend universities throughout Asia (including Seoul National University and National University of Singapore), North America (including Carnegie Mellon University, University of British Columbia), Latin America (including University of Brasilia, Pontificia University of Chile) and Europe (including University of Applied Sciences Schwaebisch Gmuend and the Technical University of Munich).

Victoria International
Level 2, Easterfield Building, Kelburn Campus

Phone	**04-463 5667 or 04-463 6794**
Email	**vicoe@vuw.ac.nz**
Website	**www.victoria.ac.nz/exchange**

Vic Plus Award & Victoria International Leadership Programme

The Victoria Plus Award is an extra-curricular programme where you volunteer, engage in service to the University and actively lead in clubs or societies. Successful completion of the programme leads to an award certificate and ceremony, and is acknowledged on your academic transcript. This award is advantageous for students once they have graduated from Victoria.

The Victoria International Leadership Programme (VILP) is a distinctive internationalism initiative open to all Victoria University students pursuing a degree. It is free, self-paced and aimed at enhancing degree study and making participants more globally aware. Successful completion of VILP is noted on your academic transcript alongside formal qualifications.
For more information on the Vic Plus Award and VILP visit www.victoria.ac.nz/careers

Student Administration Office

Our student administration office is located on the ground floor of Te Aro Campus (on Vivian Street). Student enquiries are welcomed from 9.30am–4.00pm, Monday through to Friday.

Student Advisors are your first point of contact for things like admission requirements, degree planning, waitlisting, withdrawals, changing courses and transfer of credit from other tertiary institutions. They also deal with enrolment, organise exams and maintain student records. The advisors will provide administrative support throughout your studies.

To make any changes to your courses, you need to visit our Student Administration Office to complete an Add/Drop form. If this course is a late addition you will need to get the form signed by the Course Coordinator.

Courses may be dropped with a full fees refund at any time during the first two weeks of Trimester One and Two (special dates apply in the summer trimester). After these dates you are free to withdraw from a course taught over 12 weeks without having the course recorded as a fail (but without a fees refund) until the end of the ninth week of classes. If you are withdrawing with an Add/Drop form you do not need to get your Course Coordinator to sign the form.

The Associate Dean (Students) is also available for help with academic programmes and with any other issues which may prevent you from achieving your full potential at university. Appointments can be made at the Student Administration Office.

Faculty of Architecture and Design Student Administration
139 Vivian Street, Te Aro Campus

Phone	**04-463 6200**
Fax	**04-463 6204**
Website	**www.victoria.ac.nz/fad**
Email	**architecture@vuw.ac.nz**
	design@vuw.ac.nz

Scraping the Sky: A Retreat Upwards
Declan Burn
VICTORIA
Scraping the Sky: A Retreat Upwards
Ben Allnutt, Toni Dobinson, Thomas Danerfurn
and Liam McGarry
VICTORIA
UNIVERSITY OF WELLINGTON
TE WHARE WĀNANGA
O TE ŪPOKO O TE IKA A MĀUI
Te Aro Campus
Te Papa Aroranga Ō Te Papa

Health and Safety Information

For your safety and those visiting the campus we have a set of Health and Safety guidelines that you should follow. The Faculty's Health and Safety Handbook can be found on the SOAD Domain Network drive:
R Drive:/Student Health and Safety Information

First year workshop
During the first half of Trimester One students will be trained to use the drill press and band saw, and will receive safety orientation advice for the first year workshop. The first year workshop is located on Level 0, Vivian Street Building. You will have access to this during your first year before gaining access to the main workshop in second year. It is open for the entire campus opening hours, for students to use the extraction and workbenches. However, machinery cannot be operated without a technician present.

Please refer to the signage in the workshop for technical staff normal working hours.

Studio Rules Policy

Students are expected to maintain an acceptable level of cleanliness and tidiness in the studio as outlined in the Studio Rules Policy. Cleaners give studios a superficial clean and empty the rubbish, but students are expected to put rubbish in the bins provided and keep their work organised as it is a shared area. Tutors will also ask for scheduled cleanups throughout the year. The Studio Rules Policy is displayed in all studios.

Frequently Asked Questions

How do I add or withdraw from a course?
To make any changes to your courses, you need to visit the Student Administration Office to complete an Add/Drop form. If the course is a late addition you will need to get the form signed by the Course Coordinator.

How long do I have to add a course?
If you are adding a course, you should do this by the end of the first week of trimester. Courses may not be added after the second week of a trimester.

How long do I have to withdraw from a course?
You must withdraw from courses during the first two weeks of Trimester One and Two to get a full fees refund (special dates apply for summer trimester).

What do I do if I am sick and am unable to attend class?
We recommend you see a doctor and get a medical certificate. You need to take your medical certificate to your Course Coordinator. This will cover your attendance and will allow you to apply for an extension if needed.

What do I do if I have a disability?
For advice on making the most of your time at Victoria, visit our web pages specifically designed for new students with disabilities. We encourage you to contact us early so that we can work with you to provide the help you need right from the start. You can also order a copy of our interactive DVD at www.victoria.ac.nz/disability/discover

When do I get my course outline?
Normally the course outline will be handed out at the first lecture for each course. Lecturers may also make them available on Blackboard and/or R Drive.

What do I do if I have questions from a lecture or studio?
Ask your lecturer at the end of a lecture or request a time to talk in their office. All staff will indicate office hours in the course outline. If a convenient time isn't available send your Course Coordinator an email at their firstname.surname@vuw.ac.nz. Contact information can also be found on your course outlines. Raise questions at your studio, lab, tutorial or on Blackboard.

What do I do if I am unable to get my assignment in on time?

You are responsible for getting your assignments and projects in on time, but if you have any special circumstances, you will need to speak to your Course Coordinator as soon as possible. In an emergency, or if you are unable to contact the Course Coordinator, please visit your School's Administration Office.

An Application for Extension of Time can be downloaded from www.victoria.ac.nz/fad/pdf/extension-application-form.pdf

Who do I talk to if I am having trouble?

Your first point of call should be a tutor or Course Coordinator. If you need more advice make an appointment to see one of our student advisors at the Student Administration Office.

How can I get to my courses at Kelburn?

Students can apply for a 10 Trip Free Bus Pass at Victoria University Students' Association (VUWSA) reception, Kelburn Campus.

In order to be eligible for a bus pass students must have classes/tutorials at two campuses within one day.

www.vuwsa.org.nz/support/free-bus-passes/

Victoria University Students' Association (VUWSA)
Level 4, Student Union Building, Kelburn campus
www.vuwsa.org.nz

Student Associations

VUWSA
Level 2, Student Union Building
PO Box 600, Wellington, New Zealand
Phone: 04 463 6716
Fax: 04 463 6990
Email: kelburn@vuwsa.org.nz
Website: www.vuwsa.org.nz
Facebook: www.facebook.com/vuwsa

Te Pūtahi Atawhai
Te Pūtahi Atawhai provides support, guidance and advice for Māori and Pasifika students studying at Victoria University.
14 Kelburn Parade or Level Two, Railway Station West Wing, Room 210
Phone: 04 463 6974
Email: te-putahi-atawhai@vuw.ac.nz
Website: www.victoria.ac.nz/tpa/

Student Architecture Network New Zealand (SANNZ)
PO Box 2516
Shortland Street
Auckland 1140
Phone: 027 666 5056
Phone: 021 140 4901
Fax: 09 623 6081
Email: info@sannz.net.nz
Website: www.sannz.net.nz/default.htm

STUDiO – affiliated with VUWSA
STUDiO is the student representative group for students enrolled in courses at the Faculty of Architecture and Design. Students are elected each year and are responsible for everything from social and sporting events to student representation on Faculty Board.
Email: studio.vuwsa@gmail.com
Facebook: www.facebook.com/studio.vuwsa

Te Rōpū Āwhina

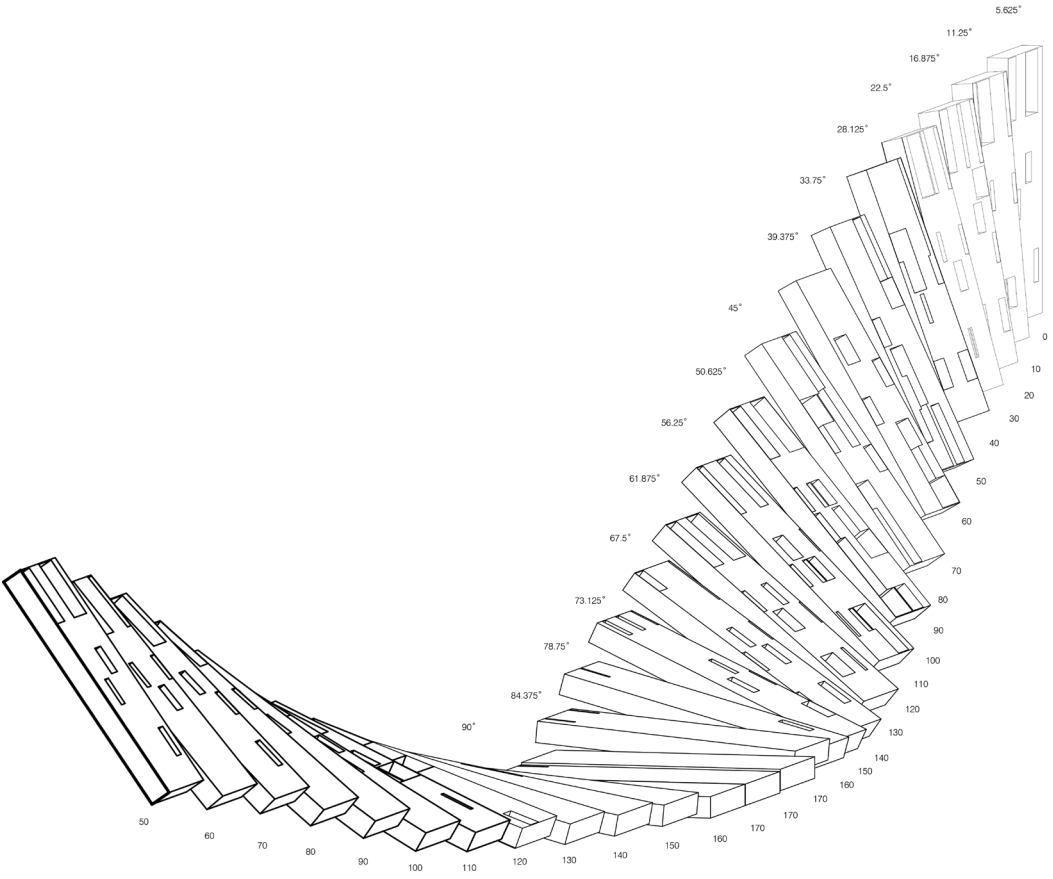
Te Rōpū Āwhina (Āwhina) is the on-campus whanau for Māori and Pacific students enrolled in degrees and majors within the eight Schools that comprise the Faculties of Science, Engineering, Architecture and Design (SEAD) at Victoria University of Wellington (VUW). The goal (kaupapa) of Āwhina is to produce Māori and Pacific scientists, technologists, engineers, mathematicians, architects and designers who will contribute to Māori and Pacific development and leadership.

What is Te Rōpū Āwhina (Āwhina)?
Āwhina is a whanau and is now in its 13th continuous year of existence. The values that underpin the many successes over that time are high expectations, aspirations, achievements; reciprocity and collective success. Our whanau members are SEAD and other VUW staff, undergraduate and postgraduate students, alumni, SEAD professionals, community individuals and groups. Anyone who supports the Āwhina kaupapa and whanau values can become a whanau member.

How does Āwhina work at Te Aro Campus?
Our focus is to produce Māori and Pacific architects and designers who will be future leaders for their community. For undergraduate students this means everyone is expected to keep in touch with their Āwhina mentor, work hard in their studies, help one another and contribute to on and off campus Āwhina events.

Student, architecture and design staff and alumni mentors work with professionals and community groups to create an environment that mentees can succeed in; summer research; work experience; and pathways into architecture and design related careers.

How do I join Āwhina?
Contact: David Hakaraia
Architecture and Design Āwhina Co-ordinator
VS123, Level 1 (Atrium), Te Aro Campus
Phone: 04-463 6172
Email: teropuawhina@gmail.com
www.victoria.ac.nz/science/Awhina and click on Architecture and Design



Rotation Detail Diagram by First Year student Mark Wilkinson

Calendar 2015

February

19 International Students' Orientation (19-24th February)
23 New Students' Orientation (23rd–27th February)
27 Deadline to pay fees for most courses

March

2 Trimester One begins
13 Last day to withdraw from courses with a full fees refund
No addition of Trimester One courses from this date

April

3 Good Friday (University closed)
Mid-trimester break begins
6 Easter Monday (University closed)
7 University Closed
20 Trimester One resumes
25 ANZAC Day (University closed)
27 ANZAC day observed (University closed)

May

12 Graduation ceremonies at Michael Fowler Centre (12th–14th May)

June

1 Queen's Birthday (University closed)
5 Trimester One teaching period ends
8 Trimester One study period (8th–11th June)
12 Mid-year examinations begin (12th June–2nd July)

July

1 Mid-year examinations end
Trimester One ends
2 Mid-year break begins (2nd–10th July)
13 Trimester Two begins
25 Last day to withdraw from courses with a full fees refund
No addition of Trimester Two courses after this date

August

24 Mid-trimester break begins (25th August–8th September)
28 Study at Victoria Open Day

September

7 Trimester Two resumes
25 Last day to withdraw from Trimester Two courses without requiring Associate Dean approval

October

16 Trimester Two teaching period ends
19 Trimester Two study period (19th–22nd October)
23 End-of-year examinations begin (23rd October–14th November)
26 Labour Day (university closed)

November

14 End-of-year examinations end
15 Trimester two ends
16 Trimester Three begins

December

9 Graduation ceremony at the Michael Fowler Centre
10 Enrolment deadline for limited entry degrees and courses in 2016
Application deadline for second year BAS and BDI study in 2016
22 Mid-trimester break begins, Christmas–New Year break begins (22 December - 4 January 2016)

Glossary of Terms

Add/Drop Form: Is the form you use to add and withdraw from courses. These forms are requested through the Student Administration Office.

Bachelors Degree: A first or undergraduate degree. A qualification gained from completing certain requirements, including a number of points, level of study and subject combinations. Takes at least three years of full-time study.

Blackboard: You will find lecture notes and other important information on Blackboard, accessed through myVictoria. Your lecturer will show you how to do this.

Course Outline: Provides an overview of each course, assessment, assignments, etc. These are available from Course Coordinators at the start of a course either electronically or as paper copies.

Course Coordinator: The lecturer responsible for the course that you are taking. These staff are experts in the subject they are teaching. The Course Coordinator will take you for lectures and may also run/coordinate your studio streams.

Core Courses: Are a set of prescribed courses that you need to complete to meet the requirements of your degree. Core courses make up your specialisation.

Elective Courses: Courses that you can choose. They may be in a particular subject of interest to you or a subject that can enhance your degree.

Examinations: Timetables for exams are posted on the University websites prior to exam periods.

Lectures: 50 minute lectures that may take place more than once a week depending on the course.

Minor: A smaller concentration in one subject area than a specialisation or major. You can complete a minor in the BDI degree. You must complete one for the Culture+Context specialisation.

myVictoria: Victoria University's secure web intranet portal for students and staff.

Prerequisite: A course that must be passed before you can take another course.

Specialisation: Makes up the core courses you need to complete. It is generally referred to as a concentration of courses in a particular subject. Each of our degrees has a specialisation that you will gain expert training and experience in. You will graduate from your degree with a specialisation.

Student ID Number: When you enrol at Victoria you are given an ID number. It is important to remember this number as it is used by the University to identify you. This is generally referenced in all official enrolment documentation that you receive from the University. Your ID number is also on your student ID card.

Studio Courses: Are taught in a studio environment and generally take place more than once a week. They are three hours in duration. In studio you will complete practical assignments, projects and tasks set for your course.

Trimester: Our academic year is split into three distinctive sections and are referred to as trimesters. Trimester One is referred to as either T1 or 1/3. Trimester Two is referred to as either T2 or 2/3. Trimester Three is known as the summer trimester and is referred to as either AF, AD or 3/3.

Tutorials: Are generally taken by a tutor where you can review lecture content, work on projects and get any help you might need.

Tutors: Are responsible for providing support to the Course Coordinator. These staff will generally take you for your studio stream, course tutorials, etc.

Class representatives: Student representatives are elected during a class session in the first week of teaching. Class reps have a liaison role between staff and students to represent the interests of the students.

Faculty of Architecture and Design
Te Wahanga Waihanga-Hoahoa

Phone
04-463 6200

Email
architecture@vuw.ac.nz
design@vuw.ac.nz

Website
www.victoria.ac.nz/fad
www.victoria.ac.nz/architecture
www.victoria.ac.nz/design
www.facebook.com/VUWArchitectureandDesign

Address
139 Vivian Street
Te Aro Campus
Wellington 6011

Postal Address
Victoria University of Wellington
PO Box 600
Wellington 6140
New Zealand