



Introductory Handbook to the Interior Design Program (Bachelor's degree)





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Department Chair's Preface

The human responsibility to construct and build the earth, as commanded by God, has led to the establishment of the field of architecture. Consequently, the officials of Onaizah colleges established an Interior Design department for both male and female students in the College of Engineering and Information Technology.

This department offers programs in architecture and interior design, intending to prepare future architects and interior designers, and to excel in various fields such as architectural and interior design, city and urban planning, execution supervision, professional development through research, and more.

The colleges welcome the students and promise to provide them with new and distinctive resources to support their success in this distinguished field of engineering and technology.

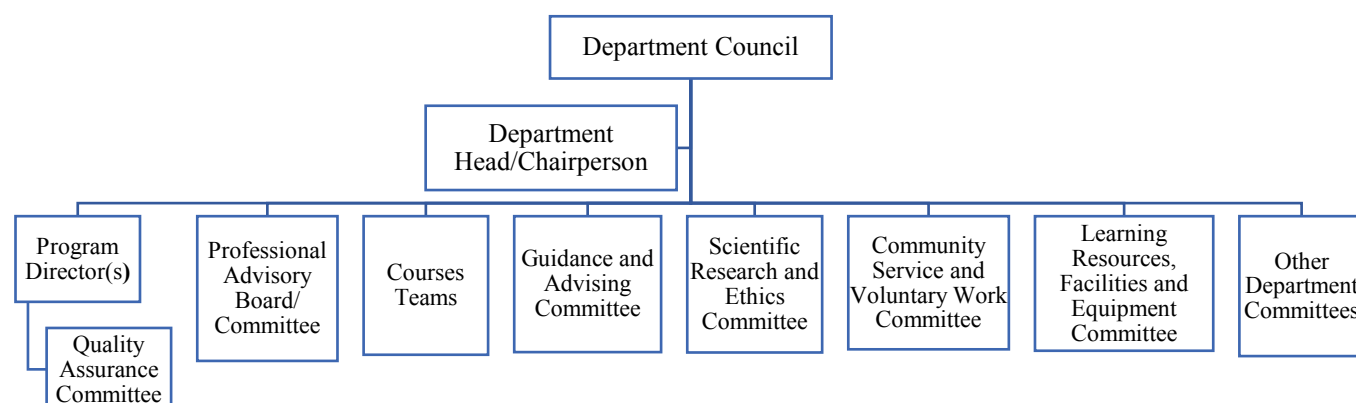
Interior Design Mission and Goals

To offer competitive higher education in interior design within a supportive academic environment that prepares qualified interior designer with vital employability skills, and to make research contributions, promote community engagement, and participate in realizing the Kingdom's Vision 2030.

Program Goals	
Goal No.	Goal
1	Improve the quality of teaching and learning experiences, the quality of learning resources and the quality of basic facilities, equipment, and supporting infrastructure.
2	Provide support to students through the improvement of academic, social, psychological, and professional advising, counselling and supportive services
3	Enhance the performance of faculty members both professionally and academically.
4	Improve the program's administrative efficiency and processes and procedures.
5	Preparation of competent and qualified graduates with vital employability skills demanded in the labor market. 5.1. Enable graduates to demonstrate core knowledge in interior design using essential technologies and basic research skills. 5.2. Enhance students' critical thinking, problem-solving, communication and teamwork skills. 5.3. Improve students' awareness of ethical values, principles of professional conduct, independence and autonomy.
6	Contribute to the field of interior design through production of quality research in alignment with OC and program's research priorities
7	Contribute to the local community through services, programs and consultations.

Program's Organizational Structure and Brief Descriptions of Its Committee

First: Program Organizational Structure and Committees' Descriptions



Dep. Head: Major Responsibilities, Tasks and Duties:

- Preside over the Department Council, supervise the organization of its affairs, call for attendance at its sessions, implement its decisions, and send the minutes of its sessions to the Dean of the College.
- Achieve higher goals and policies in colleges.
- Implement the decisions of the College Council and the Department Council and follow-up of those decisions.
- Supervise the preparation of the department's plans and follow up on their implementation.
- Supervise administrative, academic and research management and development, as well as all committees within the department.
- Supervise the level of quality.
- Carry out the powers delegated to him by the Dean of the College.
- Supervise the progress of all processes and plans within the department.
- Supervise various student activities in the department.
- Monitor the performance of exams and control the system within the department.
- Supervise the recruitment of faculty members in the department.
- Prepare a comprehensive annual report on the progress of study and academic, administrative and research performance in the department and submit it to the Dean of the College.

Program Director (PD): Major Responsibilities, Tasks and Duties:

The main task of a PD As the leader of the Quality Assurance Committee (QAC), is to oversee and lead the relevant QAC and its tasks and responsibilities. The director oversees the day-to-day quality assurance processes within the program, from managing reviews of program specifications to preparing assessment reports and operational plans.

Quality Assurance Committee (QAC): Major Responsibilities, Tasks and Duties:

Every program must form a Quality Assurance Committee (QAC), headed by the program's PD. A QAC involves at least three faculty members with sufficient experience in quality management and OC QMS processes. Together, the program's PD and QAC are directly responsible for the actualization of OC QMS in their academic program, the ongoing implementation of program quality PDSAs, as well as follow-up and evaluation of internal QMS processes. The main duties and tasks of a QAC are given below:

- Overseeing the implementation of the program's mission and goals and verifying the consistency of all program decisions with them, and periodically evaluating achievement levels according to the approved performance indicators and managing the process of reviewing and updating them when necessary, according to the procedures stipulated in this OC-QMS handbook. (In accordance with OC-QMS processes mainly P-P-01, P-P-02, P-E-04)
- Managing the process of updating and reviewing the program's graduate attributes and learning outcomes of program (PLOs) and of courses (CLOs), in addition to the process of internal and external review, according to the time frames stipulated in OC-QMS. (In accordance with OC-QMS processes mainly P-P-03, P-P-05, and P-C-11).
- Managing the process of preparing and reviewing the program specification, courses' specifications and their related mappings and matrices, and updating them periodically according to the approved procedures and timeframes, and according to evaluation results and changes, in addition to following up on implementing all policies and procedures stipulated in those specifications. (In accordance with OC-QMS processes mainly P-P-09, P-P-10).
- Following up and reviewing the results of CLOs assessments, exit exams, and preparing GAs and PLOs Assessment Plans (PLOAPs), and assessment reports according to the approved time frames. (In accordance with OC-QMS processes mainly P-E-02, P-C-06, P-P-07, P-C-07).
- Following up, reviewing and approving periodic course reports, and preparing the annual program report (APR). (In accordance with OC-QMS processes mainly P-C-01, P-C-02, P-C-14).
- Preparing essential quality reports such as the KPIs and Benchmarking report, annual survey report, peer review report etc. (In accordance with OC-QMS processes mainly P-C-05, P-C-08, P-C-09).
- Managing the process of preparing the program's operational plan and ensuring the inclusion of all recommendations contained in periodic quality reports, recommendations of the professional advisory committee/board, as operational objectives, with verification of the consistency of activity plans (e.g. research, community, training) with operational objectives, and preparing an achievement report of the operational plan, in addition to evaluating achievement levels of program goals, according to the approved OC-QMS templates. (In accordance with OC-QMS processes mainly P-P-16, P-P-17, P-D-03, P-D-05, P-E-04).
- Supervising the process of forming course teams and following up their work, implementation of their tasks, and minutes of periodic meetings. (In accordance with OC-QMS processes mainly P-P-12, P-D-06).
- Periodically verifying the implementation of policies, procedures and periodic evaluations stipulated in the program specification, through following up the work of the program's main committees and their operational objectives such as the advising and guidance committee, scientific research committee, community service and volunteering committee, learning resources and facilities committee, exam committees etc. (In accordance with OC-QMS processes mainly P-E-04, P-D-05).
- Contributing to quality and accreditation culture dissemination by direct coordination with the Quality Assurance Administration. (In accordance with OC-QMS processes mainly P-D-07).
- Forming self-evaluation and self-study teams for the program and supervising the preparation of the self-study report and providing all evidence and data related to it. (In accordance with OC-QMS processes mainly P-C-11).
- Managing the program account on the electronic quality system (OC-E-QMS). (Required by almost all OC-QMS processes).
- The committee should hold weekly meetings to review related tasks and documents and its decisions should be documented in formal minutes.
- The committee should totally comply with the policies, processes and procedures stipulated in this OC-QMS handbook.

Requirements for admission to the Interior Design Program

Terms and conditions for admission to bachelor's Program:

- To have a high school diploma or its equivalent from inside or outside the Kingdom.
- To be of good conduct and behavior.
- It should not have been more than five years since he obtained the Intermediate College Certificate or its equivalent.
- The student's average in the Intermediate College Certificate or its equivalent should not be less than "Good".
- To successfully pass any test or personal interview that the colleges consider necessary.
- To be medically fit.
- The student has not been dismissed from any other university or college for a disciplinary term.
- To obtain approval to study from his employer if he works in any governmental or private agency.
- Submit the required documents specified by the Colleges Admission and Registration Management.
- Fill in the registration form.
- Fee payment.
- Final acceptance depends on the completion of the number specified for opening the specialization by the department.

Degree Awarded and Credit Hours

Specialization	Study Duration	Credit Hours
Bachelor's in interior design	4 years	134

Graduates' Attributes of the Interior Design Program

No.	Program Graduate Attributes
1	In-depth Knowledge in interior design.
2	Effective Communication in interior design contexts
3	Problem-Solving in interior design
4	Technical and Quantitative Capabilities in interior design
5	Ethical Competence, Learning Autonomy and Teamwork in interior design

Program's Learning Outcomes according to the learning domains of NQF-KSA 2020:

Program learning Outcomes*	
Knowledge and understanding	
K1	Identify fundamental interior design concepts, principles and theories in relation to other disciplines mainly architecture and engineering.
K2	Describe the basic characteristics of interior design materials, functions and equipment.
K3	Discuss the basic elements of planning and research processes of interior design projects.
K4	Explain interior design ethical values, safety provisions and precautions, principles of professional conduct, and indoor environmental and client-based requirements.
Skills	
S.1	Generate material selection, equipment, furniture and fixture considering applicable codes, sustainability and indoor environmental quality.
S.2	Design sustainable interior projects that enrich indoor environmental quality, and that solve real life issues, using appropriate research methods.
S.3	Critically analyze sets of design ideas and documents for an interior design project.
S.4	Critically evaluate abstract design concepts during all phases of the design process to indicate conditions and requirements within the interior environment.
S.5	Produce creative interior design drawings and documents using a variety of media, design techniques, computational and quantitative tools and technology.
S.6	Effectively communicate designs solutions, digital design models, inquiries and research results of complex issues in interior design projects with stakeholders.
Values	
V1	Effectively participate in interior design projects and their discussion groups, in order to advance the discipline and society.
V2	Demonstrate ethical values, safety provisions and precautions, principles of professional conduct in interior design workplace.
V3	Act responsibly, independently and autonomously in making design decisions within interior design projects.

The Academic Degree That the Student Obtains After Graduation

The Bachelor's degree in Interior Design is of recent origin in the Kingdom of Saudi Arabia. This program has been developed to prepare distinguished graduates in academic and artistic work in distinguished sectors decoration and furniture design, spatial functions and relationship.

Graduation Requirements

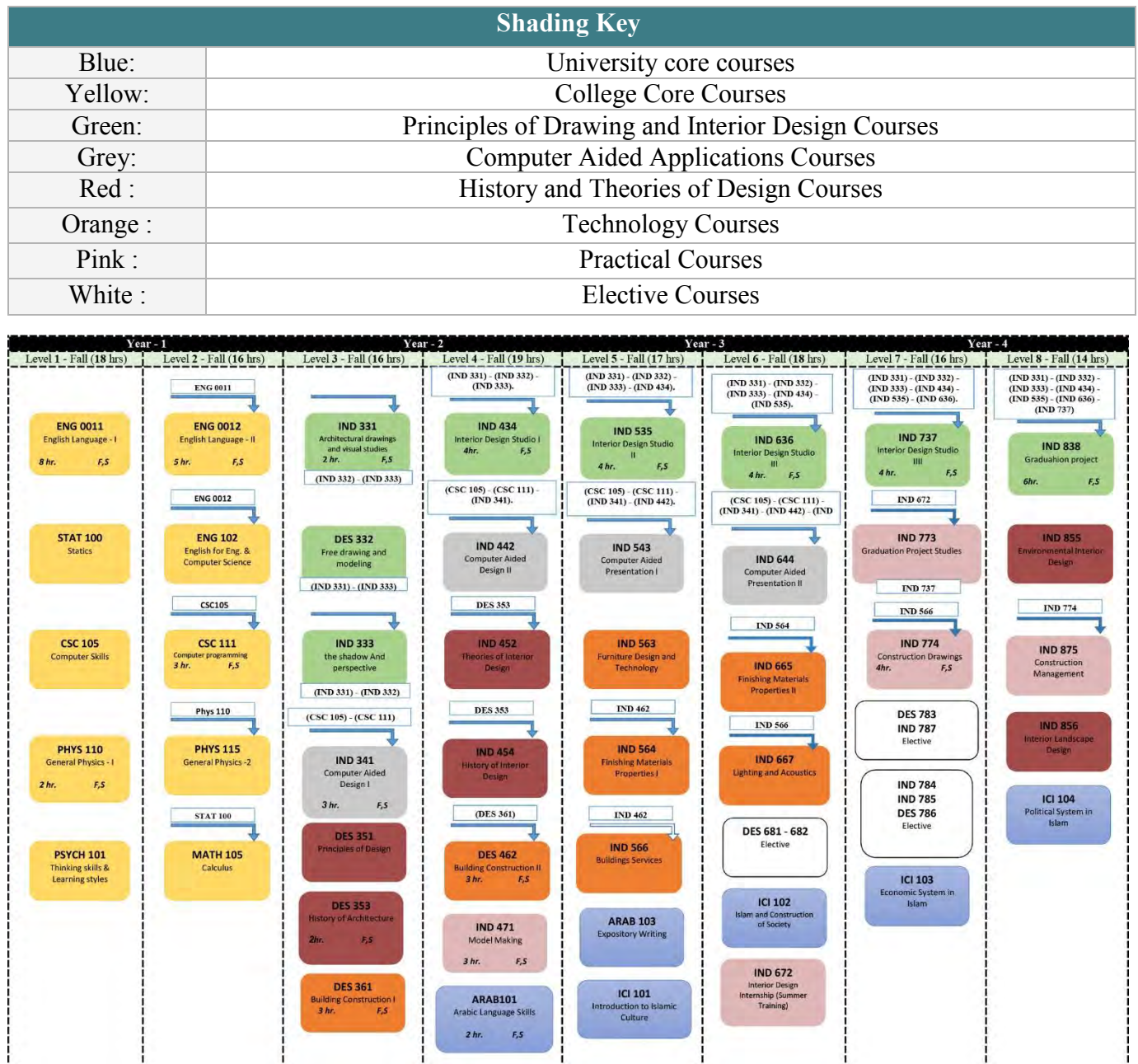


Figure (1): Show the graduation requirements for students

Potential Jobs for Graduates

Graduates are qualified to undertake interior design positions listed under the specific group of engineering profession – interior design adopted in the classification starting from Assistant interior designer.

No.	The expected jobs for Graduates
1	Interior design engineer
2	Interior designer
3	Exhibition design specialist
4	Furniture design specialist
5	Consultant interior design
6	Space Planner
7	Lighting Designer

Study System and Program Requirement

- The curriculum for the interior design program has two divisions, by presence and e-learning, which is determined by the courses offered.
- The program requirement for student should be graduates of intermediate Colleges / Post-Secondary Diploma.
- Interior Design Bachelor Program is 134 which is consistent with the KSA-NQF 2020 requirements which state that the minimum credit hours for a bachelor program is 120
 - Level 1: 18 Hrs.
 - Level 2: 16 Hrs.
 - Level 3: 16 Hrs.
 - Level 4: 19Hrs.
 - Level 5: 17 Hrs.
 - Level 6: 18 Hrs.
 - Level 7: 16 Hrs.



Study plan (curriculum) and tracks in the Interior Design Program:

Group One University Core Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Arabic Language Skills	ARAB 101	Four	2	2	0
2	Expository Writing	ARAB 103	Five	2	2	0
3	Introduction to Islamic Culture	ICI 101	Five	2	2	0
4	Islam and Construction of Society	ICI 102	Six	2	2	0
5	Economic System in Islam	ICI 103	Seven	2	2	0
6	Political System in Islam	ICI 104	Eight	2	2	0
Total				12	12	0

Group Two College Core Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Computer Skills	CSC 105	One	4	2	4
2	Computer Programming	CSC 111	Two	3	2	2
3	General English I	ENG 0011	One	8	4	8
4	General English II	ENG 0012	Two	5	2	6
5	English for Engineering and Computer Science	ENG 102	Two	2	2	0
6	General Physics I	PHYS 110	One	2	2	0
7	General Physics II	PHYS 115	Two	3	3	0
8	Statistics	STAT 100	One	2	2	0
9	Calculus	MATH 105	Two	3	3	0
10	Thinking Skills and Learning Styles	PSYC 101	One	2	2	0
Total				34	24	20



Group Three (030) Principles of Drawing and Interior Design Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Architectural Drawings and Visual Studies	IND 331	Three	2	1	2
2	Free Hand Drawings and Models	IND 332	Three	2	1	2
3	Perspective and Shadow	IND 333	Three	2	1	2
4	Interior Design Studio I	IND 434	Four	4	1	6
5	Interior Design Studio II	IND 535	Five	4	1	6
6	Interior Design Studio III	IND 636	Six	4	1	6
7	Interior Design Studio IIII	IND 737	Seven	4	1	6
8	Graduation Project	IND 838	Eight	6	2	8
Total				28	9	38

Group Four (040) Computer Aided Applications Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Computer Aided Design I	IND 341	Three	3	1	4
2	Computer Aided Design II	IND 442	Four	3	1	4
3	Computer Aided Presentation I	IND 543	Five	3	1	4
4	Computer Aided Presentation II	IND 644	Six	3	1	4
Total				12	4	16

Group Five (050) History and Theories of Design Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Principles of Design	DES 351	Three	2	2	0
2	Theories of Interior Design	IND 452	Four	2	2	0
3	History of Architecture	DES 353	Three	2	2	0
4	History of Interior Design	IND 454	Four	2	2	0
5	Environmental Interior Design	IND 855	Eight	2	2	0
6	Interior Landscape Design	IND 856	Eight	2	2	0
Total				12	12	0



Group Six (060) Technology Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Building Construction I	DES 361	Three	3	1	4
2	Building Construction II	DES 462	Four	3	1	4
3	Furniture Design and Technology	IND 563	Five	2	2	0
4	Finishing Materials Properties I	IND 564	Five	2	2	0
5	Finishing Materials Properties II	IND 665	Six	2	2	0
6	Buildings Services	IND 566	Five	2	2	0
7	Lighting and Acoustics	IND 667	Six	2	2	0
Total				16	12	8

Group Seven (070) Practical Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Model Making	IND 471	Four	3	1	4
2	Interior Design Internship (Summer Training)	IND 672	Six (Summer)	3	0	6
3	Graduation Project Studies	IND 773	Seven	2	2	0
4	Construction Drawings	IND 774	Seven	4	1	6
5	Construction Management	IND 875	Eight	2	2	0
Total				14	6	16

Group Eight (080) Elective Courses						
No.	Course Name	Course Code	Semester	Credit	Hours	
					Theoretical	Practical
1	Arabic Calligraphy and Ornaments	DES 681	Six	2	2	0
2	Interior Architecture Heritage of Saudi Arabia	DES 682	Six	2	2	0
3	Architectural Surveying	DES 783	Seven	2	2	0
4	Psychology and Sociality of Interior Design	IND 784	Seven	2	2	0
5	Humanity Science	IND 785	Seven	2	2	0
6	Digital Photography	DES 786	Seven	2	2	0
7	Interior Design and Sustainability	IND 787	Seven	2	2	0
Total (3 Chosen Courses)				6	6	0

First Year



▪ **First Level (18 Hrs.):**

Course Name	Course Code	Credit Hours
English (1)	ENG 0011	8
Statistics	STAT 100	2
Computer Skills	CSC 105	4
General Physics (1)	PHYS 110	2
Thinking Skills and learning Styles	PSYCH 101	2

▪ **Second Level (16Hrs):**

Course Name	Course Code	Credit Hours
English (2)	ENG 0012	5
English for Engineering and Computer Science	ESP 102	2
Calculus	MATH 105	3
Computer Programming	CSC 111	3
General Physics (2)	PHYS 115	3

Second Year

▪ **Third Level (16 Hrs.):**

Course Name	Course Code	Credit Hours
Architectural Drawings and Visual Studies	IND 331	2
Free Hand Drawings and Models	IND 332	2
Perspective and Shadow	IND 333	2
Computer Aided Design (1)	IND 341	3
Principles of Design	DES 351	2
History of Architecture	DES 353	2
Building Construction (1)	DES 361	3

▪ **Fourth Level (19 Hrs.):**

Course Name	Course Code	Credit Hours
Interior Design Studio (1)	IND 434	4
Computer Aided Design (2)	IND 442	3
Theories of Interior Design	IND 452	2
History of Interior Design	IND 454	2
Building Construction (2)	DES 462	3
Model Making	IND 471	3
Language Skills	ARAB 101	2



Third Year:

▪ Fifth Level (17 Hrs.):

Course Name	Course Code	Credit Hours
Interior Design Studio (2)	IND 535	4
Computer Aided Presentation (1)	IND 543	3
Furniture Design and Technology	IND 563	2
Finishing Materials Properties (1)	IND 564	2
Buildings Services	IND 566	2
Arabic Editing	ARAB 103	2
Introduction to Islamic Culture	IC 101	2

▪ Six Level (18 Hrs.):

Course Name	Course Code	Credit Hours
Interior Design Studio (3)	IND 636	4
Computer Aided Presentation (2)	IND 644	3
Finishing Materials Properties (2)	IND 665	2
Lighting and Acoustics	IND 667	2
Elective (1)	DES 681 / DES 682	2
Islam & Construction of Society	IC 102	2
Interior Design Internship (Summer Training)	IND 672	3

Fourth Year:

▪ Seventh Level (16 Hrs.):

Course Name	Course Code	Credit Hours
Interior Design Studio (4)	IND 737	4
Graduation Project Studies	IND 773	2
Construction Drawings	IND 774	4
Elective (2)	DES 783 / IND 787	2
Elective (3)	IND 784 / IND 785 / DES 786	2
Islamic Economic System	IC 103	2

▪ Eighth Level (14 Hrs.):

Course Name	Course Code	Credit Hours
Graduation Project	IND 838	6
Environmental Interior Design	IND 855	2
Construction Management	IND 875	2
Interior Landscape Design	IND 856	2
Islamic Political System	IC 104	2

Description of the Coding System in the Program's Plan

The codes in the interior design program indicate the type of courses and their nature if it is a general requirement or a requirement of the program's courses or elective courses.

General Courses Codes

No.	Codes	Course Name
1	ARAB 101	Arabic Language Skills
2	ARAB 103	Expository Writing
3	ICI 101	Introduction to Islamic Culture
4	ICI 102	Islam and Construction of Society
5	ICI 103	Economic System in Islam
6	ICI 104	Political System in Islam
7	CSC 105	Computer Skills
8	CSC 111	Computer Programming
9	ENG 0011	General English I
10	ENG 0012	General English II
11	ENG 102	English for Engineering and Computer Science
12	PHYS 110	General Physics I
13	PHYS 115	General Physics II
14	STAT 100	Statistics
15	MATH 105	Calculus
16	PSYC 101	Thinking Skills and Learning Styles

Program Courses Codes

No.	Codes	Course Name
1	IND 331	Architectural Drawings and Visual Studies
2	IND 332	Free Hand Drawings and Models
3	IND 333	Perspective and Shadow
4	IND 434	Interior Design Studio I
5	IND 535	Interior Design Studio II
6	IND 636	Interior Design Studio III
7	IND 737	Interior Design Studio IIII
8	IND 838	Graduation Project
9	IND 341	Computer Aided Design I
10	IND 442	Computer Aided Design II
11	IND 543	Computer Aided Presentation I
12	IND 644	Computer Aided Presentation II
13	DES 351	Principles of Design
14	IND 452	Theories of Interior Design
15	DES 353	History of Architecture
16	IND 454	History of Interior Design
17	IND 855	Environmental Interior Design
18	IND 856	Interior Landscape Design
19	DES 361	Building Construction I
20	DES 462	Building Construction II
21	IND 563	Furniture Design and Technology



22	IND 564	Finishing Materials Properties I
23	IND 665	Finishing Materials Properties II
24	IND 566	Buildings Services
25	IND 667	Lighting and Acoustics
26	IND 471	Model Making
27	IND 672	Interior Design Internship (Summer Training)
28	IND 773	Graduation Project Studies
29	IND 774	Construction Drawings
30	IND 875	Construction Management

Program Elective Courses Codes

No.	Codes	Course Name
1	DES 681	Arabic Calligraphy and Ornaments
2	DES 682	Interior Architecture Heritage of Saudi Arabia
3	DES 783	Architectural Surveying
4	IND 784	Psychology and Sociality of Interior Design
5	IND 785	Humanity Science
6	DES 786	Digital Photography
7	IND 787	Interior Design and Sustainability



Brief Description of the Courses, Including Elective Course

▪ **Architectural Drawings and Visual Studies (IND 331):**

This subject is footing of the architecture course. The main aimed is that to stretch the knowledge and sensibleness about Principle of design. Students will acquire the aesthetical sense in Architectural design solution. They will learn the architectural drawing method & various presentation styles; also will develop the intelligence of architectural solution from manually on the drawing sheet. Visually will be capable to sensitize that it is innovatively good or bad, escalate the idea of scale and proportion. They will learn to develop architectural complex design proposal showing understanding of current architectural issues.

▪ **Free Hand Drawings and Models (IND 332):**

This subject is obligatory for any designer. Student will fathom that how to see and observe the architectural elements. It will add support to develop exceptional imagination. A design idea expresses by sketches. Sketch develops on different circumstances of the project. Design sketches communicate in between architects and among important service experts including client. Sketches will explain step by step development of perspective, various drawing techniques, interior, landscape and details. Model making will deliver the 3d idea of the form at the final stage which concludes the final effort of the student; clarifies the visualization and conceptualization of the student.

▪ **Perspective and Shadow (IND 333):**

The course presents to student method of perspective drawing (convert two-dimensional vision or drawing into three-dimensional drawing and representation). The purpose of this course also is to study the shadow of the point, the shadow of the lines, the shadow levels of the space and the objects, the shadows on the two-dimensional and three-dimensional building.

▪ **Interior Design Studio I (IND 434):**

This course highlights the design processes of residential buildings, including spatial functions, circulation, furniture layouts, lighting, accessories and others. The course also covers various practical functions such as plans, sections, interior elevations, perspectives and models from the conceptual stage to the final presentation. In addition, it introduces students to the essential issues of any residential buildings interior design projects.

▪ **Interior Design Studio II (IND 535):**

This course covers the design processes of the administrative and commercial buildings interior design problems, including spatial functions, circulation, furniture layouts, lighting, accessories and others. The course includes various practical assignments that require the production of plans, sections, interior elevations, perspectives and models from the conceptual stage to the final presentation.

▪ **Interior Design Studio III (IND 636):**

This course highlights the design processes of medical, educational or workspace buildings, including spatial functions, circulation, furniture layouts, lighting, accessories and others. The course also covers various practical functions such as plans, sections, interior elevations, perspectives and models from the conceptual stage to the final presentation. In addition, it introduces students to the essential issues of any medical, educational or workspace interior design projects.



- **Interior Design Studio IIII (IND 737):**

This course covers the design processes of the multifunctional building's interior design problems, including spatial functions, circulation, furniture layouts, lighting, accessories, and others.

- **Graduation Project (IND 838):**

This course covers the design processes of the selected graduation project building's interior design problems, including spatial functions, circulation, furniture layouts, lighting, accessories and others. The course includes various practical assignments that require the production of plans, sections, interior elevations, perspectives and models from the conceptual stage to the final presentation. It introduces the students to the essential issues that need to be considered in any project building's interior design.

- **Computer Aided Design I (IND 341):**

Introduction to the fundamentals of Computer Aided Drafting, beginning with simple drawing commands in a suitable common industrial grade computer software, in addition to standard drafting methods to produce technical and standard 2D Architectural drawings.

- **Computer Aided Design II (IND 442):**

This course intended to develop student's knowledge, skills and capabilities necessary for carrying out digital visualization processes, using selected BIM program (Building Information Modelling) specialized in rendering and 3D modelling that reflects the student's talent and personal creativity. The course includes also how to achieve the integration between the different types of drawings. Generally, lectures focus on teaching students digital modelling techniques through practical exercises and selected projects using the Revit Architecture program.

- **Computer Aided Presentation I (IND 543):**

This course covers Photoshop Software basic features for presenting interior design drawings. It introduces the students to most of the program's powerful presenting capabilities. Furthermore, it shows the students how they can use Photoshop to produce professional presented drawings. On the other hand, it takes a closer look at Photoshop presenting products and how they can be created, edited and displayed in Photoshop software.

- **Computer Aided Presentation II (IND 644):**

This course introduces students to 3D Studio Max Software in addition to the basic features for presenting interior design drawings. It also provides students with the features of Studio Max Software. Furthermore, it trains students how 3D Studio Max is properly used to produce professional presenting drawings. In summary, it provides an overview of how drawings are created, edited, and displayed using advanced software.

- **Principles of Design (DES 351):**

This course is designed to introduce students to the foundational concepts of art and graphic design. Over the course of the program, students will acquire a strong understanding of the terminology used in the field of graphic design, as well as develop a comprehensive comprehension of the elements and principles of graphic design. In addition to theoretical knowledge, the course emphasizes hands-on development of technical skills in basic drawing, painting, and cutting techniques that are essential for producing well-composed 2-dimensional designs. Through a combination of lectures, demonstrations,



and practical assignments, students will learn to create visually appealing designs that effectively communicate their intended message.

▪ **Theories of Interior Design (IND 452):**

The course is devised to introduce interior design as a discipline, to develop sensitivity towards the aesthetic and psychological experience of form and space and to make aware of how meaning is created in interior architecture.

▪ **History of Architecture (IND 353):**

The Course explores global approach to the history of art and architecture in particular and investigates the development of human civilization in different part of the world. This course also examines architectural ideas, techniques and design methods thematically within a chronological framework covering the time span from the Pre-historic time to the Roman era.

▪ **History of Interior Design (DES 454):**

A multi-cultural historical survey of design in architecture, interiors, furnishings, and decorative elements from the Renaissance period to present time the course will discuss significant, furniture, decoration, architecture, interior and planning from the 19th to present with an emphasis on the historical influences on modern design.

▪ **Environmental Interior Design (IND 855):**

This course is an educational lecture series developed to introduce the principles of environmental and sustainable interior design; including the objectives, requirements, and benefits of green building upon local, regional, and global communities in both residential and commercial design.

▪ **Interior Landscape Design (IND 856):**

The objective of this course is to gain a clear understanding of the design process as is relates to the application of landscape architectural design methodologies including the application of landscape materials, technical skills and effective graphic, written and verbal communication.

▪ **Building Construction I (DES 361):**

This course highlights the basic elements of building construction including: raw building materials (sand, gravel, cement ...), Main structure and construction systems (bearing wall systems, skeleton systems and space structures), Building foundations (shallow and deep foundation) and Masonry construction (brick and stone construction), In addition overview of the principles of executive drawings.

▪ **Building Construction II (DES 462):**

This course highlights the following topics. Wall elements, Insulation materials for moisture & dampness, Basic elements of buildings (walls, ceilings, floors and stairs) in terms of construction and finishing materials including walls finishing materials including: (interior and exterior Plaster, cladding, curtain walls, paints) Floor finishing materials including :(Tiles, ceramic, marble, wood flooring, Carpet), false ceilings, introduction to the preparation of working drawings.



▪ **Furniture Design and Technology (IND 563):**

This course will discuss historical overview of furniture, furniture design process and the material used in it such as wood, metal, glass and others.

▪ **Finishing Materials Properties I (IND 564):**

The course covers the technical aspects of surface and structural materials in relation to function and appropriate application in the interior environment.

▪ **Finishing Materials Properties II (IND 665):**

This course develops knowledge of how the materials selection and performance aspects of sustainable design fit into the context of a whole building design process. Discussing evaluation and assessment (decision making) processes for material life-cycles; construction use and maintenance; manufacturing and fabrication; material acquisition/preparation/ and reuse, recycling and disposal.

▪ **Buildings Services (IND 566):**

This two-hour course explores a wide range of interior construction components related to building services, including environmental control systems (heating and ventilation), electrical installations, plumbing and drainage. The course aims at enabling students' skills to assess environmental issues related to building performance. It also familiarizes students with how building technology is integrated into building designs.

▪ **Lighting and Acoustics (IND 667):**

The intent of this course is to provide the information and skills required for students to competently integrate architectural lighting and acoustic design issues into their design process—thereby insuring the occupants of buildings comfortable, efficient and stimulating visual and auditory environments.

▪ **Model Making (IND 471):**

This course designed to enable the students to acquire skills to make three-dimensional models based on research, architectural and interior drawings, to communicate and develop design, concept and detail as relevant to contemporary architectural and interior design practices.

▪ **Interior Design Internship -Summer Training (IND 672):**

Training at an approved internship site Interior Design Firm.

▪ **Graduation Project Studies (IND 773):**

This course focuses on the special studies that the student is required to prepare for the graduation project. The chosen project will be agreed upon with the supervisors from academic staff. It should cover all aspects of collecting and analyzing data, studying similar local, regional and international case studies, developing the intellectual arguments for design, and producing a typed and well-illustrated research document.



- **Construction Drawings (IND 774):**

The course based on the basics of drafting working drawings and coding systems, coordinating between architectural, structural, and electromechanical needs.

- **Construction Management (IND 875):**

Construction management involves planning, budgeting, coordinating, and supervising construction projects from start to finish including the characteristics of the construction industry, domestic and global construction market.

Program Elective Courses

- **Arabic Calligraphy and Ornaments (DES 681):**

Introduces different styles of Arabic Calligraphy- both traditional and modern. Produce calligraphic compositions by utilizing the rules of measurement and creativity. Basic knowledge of the Arabic language design.

- **Interior Architecture Heritage of Saudi Arabia (DES 682):**

This course acquaints the student to the Interior Architecture Heritage of Saudi Arabia by exploring the traditional home environment, culture and social aspects. Through activities including field trips, projects, lectures and student's presentations and assignments, the local interior architecture heritage will be examined and thoroughly perceived. Students will also explore local heritage, function, meaning and ornamentation of physical forms, learning important elements related to the function, material, construction methods, furniture and interior personal belongings.

- **Architectural Surveying (DES 783):**

This course introduces concepts in land surveying, divisions and importance of surveying for connecting the knowledge about surveying division to understand the linear and angular devices and measurements and direction computations. Including the leveling measurements, contouring, and traversing and its practical applications for Architectural surveying and land registration

- **Psychology and Sociality of Interior Design (IND 784):**

This course examines the relationship between individuals and their environment—how they perceive space and how they react to it and the relationship between the physical environment and human behavior through explorations in social and environmental psychology. Perception of one's environment is affected by sociological needs, psychological state, and individual differences. The environment itself also influences human behavior. Both mental and physical stimuli affect behavioral responses

- **Humanity Science (IND 785):**

Studying the connections among effect of interior design on human, evolution, development, psychology, behavior, ecology, society, and culture equips the human scientist to develop professional competencies suited to addressing multidimensional human problems within a framework of human diversity and sustainability.



▪ **Digital Photography (DES 786):**

This course covers the History of photography, Developments of photography, Main points to be considered when taking photos. The course includes Photographic theory (theory of camera), & the importance of photograph in Graphic design. The different part of Camera & their functions, different types of films (with special focus on digital cameras).

▪ **Interior Design and Sustainability (IND 787):**

This course covers the definition, principles and objectives of sustainable development including the definition, principles and objectives of sustainable architecture and their benefits and relationship between them and green architecture and environmental architecture. It also deals with an analytical study of the elements of sustainable architecture and its applications indoor buildings. This theoretical course covers basic aspects of sustainable design and their impact on interiors. It includes the concept of green architecture and design, sustainable design, conserving energy in interiors, the usages of environmentally friendly materials and technologies.

A Brief Description of the Facilities and Equipment Available to the Faculty Members and Students of the Program

Learning Resources

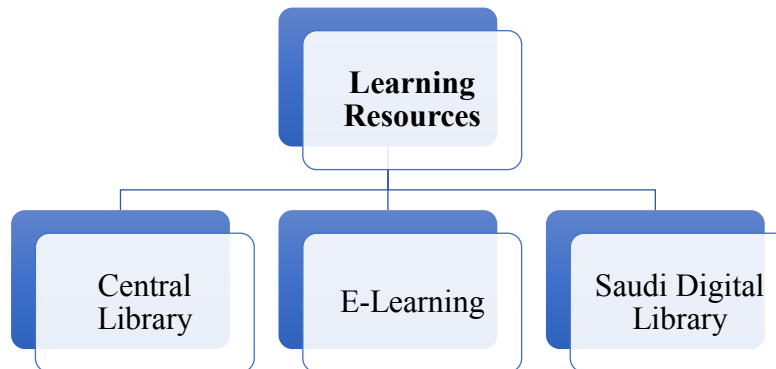


Figure 2. Diagram Shows the Learning resources

Learning resources required by the Program (textbooks, references, and e-learning resources and web-based resources, etc.)

The department of architecture formed the "Learning Resources, Facilities, and Equipment Committee" as per operational objective number (20) in the 2022 operational plan of the "Interior Design Program". The committee formation letter includes a number of key tasks assigned to the committee, most importantly "Preparing, implementing, and following up mechanisms to provide all essential, supportive and electronic learning resources and references" (<https://drive.google.com/drive/folders/1n14NPQlGopI-jTv8GgBm4Zj4LpyYfNgv?usp=sharing>). The mechanism and its procedures can be summarized in the following points:

1. The committee identifies all learning resources required for the academic program including essential, supportive, and electronic books and references by automatic extraction of resources listed in the latest version of the program's course specifications through OC-E-QMS. Then it prepares a dated list including these resources.
2. The list is presented to the department council for discussion and approval.
3. After the council approves the list, the committee through the department chairperson presents the list to the dean of the college.
4. The dean contacts the "Library and Learning Resources Administration" with the list of resources specific to the academic program.
5. The Library and Learning Resources Administration identifies the currently unavailable print and electronic resources in the library, determines their cost, and contacts the Assistant Chief Supervisor for Planning and Quality regarding provision of those resources, who in turn contacts the General Supervisor to approve the purchase and procurement.
6. After written approval from the Chief Supervisor, the Library Administration secures the resources through available channels.
7. The Library Administration notifies the dean once all the learning resources listed are available in or through the library.

8. If the library is unable to secure some of the listed resources and references, it should notify the dean and suggest alternatives such as providing electronic copies of the required print resources or vice versa, or suggest alternative titles.
9. If the library suggests any alternative titles for the listed resources, these alternatives must be presented to the department council through the department head and course coordinator for discussion, approval or disapproval. Then the course specification is updated based on the department council approval and course coordinator recommendation.
10. The "OC Standard Operating Procedures (SOPs) - Chapter Five" Handbook includes a description of other details related to this mechanism, its procedures, and templates. The handbook can be accessed through this link:
(<https://drive.google.com/drive/folders/1nOQoXtpIV3f1YaaXBfMqstOp5W0hXlS7?usp=sharing>).

The committee also periodically (at the end of each academic year) evaluates the quality of learning resources (including essential, supportive, and electronic books and references) by:

1. Reviewing course evaluation results related to developing or updating learning resources, references and textbooks in the relevant course reports.
2. Reviewing learning resources quality evaluation results in the program's annual survey reports, specifically:
 - Results of item analysis (33) in PO_PRO_01 survey.
 - Results of item analysis (13) in PO_SU_01 survey
 - Results of item analysis (28, 29, 30) in PO_SU_02 survey

As well as the performance indicators results related to learning resources in the program's annual KPIs report, more specifically indicators: OC-50, OC-51, KPI-P-17, OC-54, OC-71, in addition to the recommendations related to these indicators in the report.

In case this review by the committee suggests updating the program list of learning resources, it should follow the procedural steps outlined above.

The updated list of essential, supportive, and electronic resources and references in the Interior Design program as of (date) can be accessed at:

(https://drive.google.com/drive/folders/1SK4qZKW4_jfflIBBTjbBT_tZlMZ_b9E3?usp=sharing).

Central Library:

The libraries unit seeks to provide printed and digital information sources in order to meet the needs of beneficiaries, and in line with the educational and research needs of the staff of Onaizah Colleges and its role in community service, as it has provided modern information sources and subscribing to international databases to serve academic disciplines in administrative and Engineering Sciences, where it provides thousands of digital books and magazines, millions of research papers and articles.

E- Learning:

It is a special unit for e-learning, which seeks: To advance e-learning at the college level, to achieve local and international leadership by developing executive plans and programs that regulate the work of e-learning, whether for students or faculty members.

Saudi Digital Library:

The Saudi Digital Library is a national online digital library resource in Saudi Arabia. It is the largest source of academic information in the Arab world. It includes more than 310,000 references. The resource was established by the National Center for E-Learning, part of the Saudi Ministry of Higher Education.

Facilities and Equipment

According to the operational plan of the interior design program, the facilities and equipment committee was formed. The committee is composed of four members, and they have been assigned the following tasks:

1. Holding at least two meetings during the semester and documenting their meetings in his site's minutes.
2. Implementing all operational objectives in the operational program plan related to resources, facilities and equipment.
3. Periodic evaluation of learning resources, facilities, and equipment needed by the program, according to the results of the unified program surveys.
4. Develop a plan, in coordination with Risk Management and Development Management, to train faculty members and students on public and professional safety methods and evacuation plans in emergency situations.
5. Prepare a plan for the disposal of hazardous waste (if any) in coordination with the relevant departments within the colleges.
6. Prepare a clear mechanism to provide public health and occupational safety requirements in facilities and equipment in coordination with the concerned parties.
7. Prepare clear and specific procedures for providing all learning resources stipulated in course descriptions and resource needs during course delivery.

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Lecture Hall. Studio Hall. Class Room. Computer Lab.
Technology equipment (projector, smart board, software)	Computers. Printers. Scanners. Data Show. Smart Board. Applications Software

<https://drive.google.com/drive/folders/1n14NPQIGopl-jTv8GgBm4Zj4LpyYfNgv?usp=sharing>

a) Technical support:

The work of the technical support department at the college, regardless of its size or activity, is centered on maintaining the functioning of the technical aspects in an optimal manner, addressing obstacles that could negatively affect its performance, managing, maintaining and repairing information technology systems, and its responsibilities include diagnosing and fixing malfunctions and solving problems Technical and installation of hardware and software, among his most important duties:

- Ensuring the continued functioning of system functions by testing physical and software computer components.
- Studying the capabilities of the system and the possibility of compatibility of new updates or programs with existing ones.



- Develop existing programs in line with the objectives and specifications, conduct a review of the proposed changes and propose appropriate recommendations.
- Maintaining the confidentiality of information to ensure customer confidence.
- Drafting the operating instructions of the system to be reference materials for users.

Academic Advising and Support Services Provided to Students

The Interior Design program holds a specific orientation program for new students each semester. The orientation program focuses on the following:

- Acquaint students with the program's nature and significance, while also understanding the program's mission and goals. Additionally, it involves identifying the learning outcomes that students achieve through the program.
- Organizing an orientation tour for students to familiarize them with the studios, laboratories, and classrooms that will be utilized in the interior design program throughout the academic year.
- Acquaint students with the services offered by the program and introduce them to the various committees that play a crucial role in enhancing the educational experience of students.
- Preparing a special file for each student, explaining the Colleges regulations and systems, and introducing them to their rights, duties, and graduation requirements.
- Preparing the students and guiding them in choosing the appropriate courses by the academic plan and achieving the best scientific outputs.
- Extending a helping hand to students facing difficulties, in cooperation and coordination with the college administration, and proposing appropriate solutions.
- Communicating effectively with students, listening to them and involving them in planning their studies, and investing in their experiences to overcome the obstacles that come their way during their studies.
- The student can communicate with the academic advisor through e-mail or visit him/her during office hours.

Student Counseling Services

Academic Advising

❖ First: Preparing New Students:

Execution Steps	Suggested Programs	Support and Assistance
<ul style="list-style-type: none"> ▪ Enumeration of new students. ▪ Linking students with academic advisors (10-30 students per advisor). ▪ Preparation of lists and systems related to the student in the entire university. ▪ Updating student data. ▪ Providing all necessary forms to deal with cases. ▪ Informing the student of the academic advisor. ▪ Encouraging the student to visit the academic advisor. 	<ul style="list-style-type: none"> ▪ Introductory meeting with college staff. ▪ (Speech by the General Supervisor of the Colleges, speech by the Dean, presentation of services in the college, presentation of services of the Academic Guidance Unit, hosting specialists, etc.). ▪ Distribution of guidance publications. ▪ An introductory tour of the college facilities. ▪ Welcome messages in all media. 	<ul style="list-style-type: none"> ▪ Student Activities Unit in the Student Affairs Department. ▪ University printing presses. ▪ Admission and registration affairs. ▪ Academic Advising Unit in the college.

❖ **Second: Defaulters Care Program**

Execution Steps	Suggested Programs	Support and Assistance
<ul style="list-style-type: none"> Assigning each academic advisor for the program of caring for struggling students. Identifying the criteria for struggling (low GPA, repeated absences, length of study, repeated deletion, student behavior in the classroom, etc.). Listing the struggling students. Calling students for individual interviews. Diagnosing the struggling student's condition. Sorting the struggling cases (academic, psychological, social, economic, etc.). Addressing the academic problems of each student. Referring other Struggling cases to the solution center (psychological, social, economic, etc.). Following up on the case after transferring it with the academic guidance unit. Closing the case after it ends. Submitting a final report on the overall results of academic struggling at the college. 	<ul style="list-style-type: none"> Developmental courses (study skills, test anxiety, etc.). Academic reinforcement courses. Guidance messages in all available means. Guidance publications. Group guidance. 	<ul style="list-style-type: none"> University Presses. Academic Advising Unit

❖ **Third: Programs for the Care of the Distinguished**

Execution Steps	Suggested Programs	Support and Assistance
<ul style="list-style-type: none"> Limiting the outstanding students in the college. Preparing a qualifying and enriching program for outstanding students. Preparing lists of supporting entities for outstanding students inside and outside the college. Defining outstanding students and nominating them for the Dean's Award. Defining the ideal student in the college and nominating him. 	<ul style="list-style-type: none"> Advanced courses. Student visits to: (officials, government sectors, private sectors). Scientific trips. Scientific meetings. 	<ul style="list-style-type: none"> Deanship of the College. Academic Advising Unit.

❖ **Fourth: Graduates Care Program:**

Execution Steps	Suggested Programs	Support and Assistance
<ul style="list-style-type: none"> Restricting graduates to the college. Preparing a qualifying and enrichment program for graduates. Preparing lists of companies, Suitable employment destinations for college specializations. Facilitating communication between graduates and employment destinations. Coordination and interaction with the employment site at the university (job). 	<ul style="list-style-type: none"> Professional guidance courses (professional tendencies analysis, CV, etc.). Hosting entities and companies interested in employment according to college specializations. Introducing students to the (Job) website. Attracting entities and companies interested in employment on the (Job) website to offer specialized jobs. Professional guidance publications. Professional guidance messages in all available media. 	<ul style="list-style-type: none"> Academic Guidance Unit. College Entrepreneurship Center.

Field Training Unit

❖ **Functions of the Field Training Unit:**

- Distributing students to training places, taking into account the diversity in geographical areas and students' cases.
- Developing models used in field training.
- Unifying work procedures in field training in different departments, taking into account the nature of specialization.
- Communicate with the parties concerned with field training and departments.
- Providing consultations during field training to all those in charge of it.
- Follow up on the implementation of the tasks specified in the induction guide for field training by supervisors and students.

❖ **Field Training Registration Procedures**

- Search for a suitable training opportunity to specialize in government and private institutions inside and outside the Kingdom, and communicate with them to obtain a training plan.
- Send a training request to the training unit's e-mail st@oc.edu.sa to obtain an official letter addressed to the selected entity, during the period specified in the unit's academic calendar.
- Go to the entity and give them the training letter in addition to the training initiation form to fill in with training data and contact information with their training supervisor.
- Completing the registration procedures for the field training course by paying the required fees, then going to the schedule manager to register for the course.
- Direct delivery of the training form B, the training student, and the training plan is entrusted to the college's training supervisor, "Professor Course".



Alumni Unit

- ❖ **Occupational Qualification:**
 - Career rehabilitation is a group of events and activities that are offered to university students and graduates to equip them with the skills to search for the appropriate job and acquire the elements of success and job stability as the work is done. To establish partnerships with employers.

- ❖ **Job Rehabilitation Coordinator Duties:**
 - Introducing local and international professional bodies and hosting them to hold meetings with students and organizing visits to them.
 - Provide students and graduates with the skills to search for suitable employment opportunities, qualify to pass personal interviews, and prepare a CV.
 - Establishing partnerships with employers and hosting them to hold meetings with students and alumni and organizing visits to those agencies in an attempt to provide job opportunities.
 - Benefiting from the expertise and experiences of community leaders and hosting them to set up forums with students and alumni.
 - Introducing “Goal” programs and services for employment, especially the virtual platform for the labor market in the Kingdom of Saudi Arabia, “The National Labor Portal – Energies or Hafiz”.
 - Introducing the work and roles that the graduate performs after obtaining the job.

- ❖ **Entrepreneurship Qualification:**
 - It is a group of events and activities aimed at qualifying students and graduates for entrepreneurship and project creation, benefiting from the expertise of prominent entrepreneurs, and holding exhibitions and competitions for graduation projects and student products. Partnerships are also being established with entities that support entrepreneurship.

- ❖ **Entrepreneurial Tasks:**
 - Qualify students and graduates to enter the world of entrepreneurship, establish projects, and excel in this field.
 - Introducing various supporting bodies, such as the National Entrepreneurship Institute, the university's business incubator, and other relevant bodies.
 - Establishing partnerships with organizations supporting entrepreneurship and receiving them to hold meetings with students and alumni and organizing visits to them.
 - Benefiting from the expertise and experiences of prominent entrepreneurs and hosting them to hold meetings with students and alumni.
 - Introducing “Goal” programs and services for entrepreneurship, such as “Nine Tenths”, “Supporting Small Businesses” and “Training Small Business Owners”.
 - Introducing public and private entities to students' products by holding exhibitions and markets for them, and competitions for graduation projects.

Family and Social Counseling

❖ **First: guidance and counseling**

Provides free guidance, through fully equipped and private guidance offices. So that the girl is allowed to sit with the counselor completely individually to reveal to her everything that is in her mind, and to tell her about all her problems. The counseling is an extension of the family and social counseling. In terms of the standards, mechanisms, and ethics that female counselors adhere to are based on a list approved by the center.

- **Educational Guidance:**
Helping the student to adapt to university life, and the difficulties, problems, and misfortunes she may encounter. To invest all its energies in achieving consensus and building the future effectively.
- **Psychological Guidance:**
Helping the student to identify her psychological problems professionally and scientifically. Treating the behaviors that stem from psychological distress due to painful life situations by instilling self-confidence, optimism, and other requirements of behavioral treatment for problems.

❖ **Second: Awareness and Education:**

- Media campaigns within the college, through publications, posters, visual shows, temporary exhibitions, and other means
- Various lectures and seminars on the personal and family aspects, and coordination is made with the College of Humanities and Administrative Studies in implementing these activities through the activities plan and the short-printed publications
- Quality hosts for a group of successful men and women in their lives.
- Securing a family and psychological library containing the most important family and psychological books, and lending them to female students through specific mechanisms
- Holding competitive competitions among female students on the most important contemporary family issues in attractive and new ways

Special Support

(Low achievers, disabled, gifted, and talented students).

❖ **Underachieving Students:**

- These are detected and monitored through E-register.
- Then, they are sent to their respective academic advisors.
- After that, free-of-charge remedial and tutorial sessions are provided for them.

❖ **Disabled Students:**

- Students with physical disabilities or other special needs are provided with appropriate access points such as wheelchairs ramps, special facilities, and so on.

❖ **Gifted and Talented Students:**

- The Creativity and Innovation Center identifies and provides counseling for gifted and talented students, with engaging them in various activities.
- These students are also recognized and rewarded.



Links and (QRs) related to Handbooks (Such as Student Handbook, Field Training Handbook, Guidance Handbook, Services and Facilities, and other College Identification Handbooks)

Student Handbook:

<https://www.oc.edu.sa/en/node/3202>

Field Training Handbook

https://www.oc.edu.sa/en/engit_college/ft_unit

https://www.oc.edu.sa/en/engit_college/ft_unit/forms

https://www.oc.edu.sa/en/engit_college/ft_unit/forms

Guidance Handbook

https://www.oc.edu.sa/en/engit_college/academic_advising_unit

Services and Facilities

- Administration of Admission & Registration
https://www.oc.edu.sa/en/ad_reg
- Electronic Information Services
https://www.oc.edu.sa/en/library/e_info
- Institute of Studies and Consulting Services
<https://www.oc.edu.sa/en/iscs>
- Areas and services provided
<https://www.oc.edu.sa/en/iscs/services>
- Student Affairs
https://www.oc.edu.sa/en/engit_college/students_affairs

Department Council Ref. & Date	Session 1
	27/8/2023
	https://drive.google.com/file/d/1Lnvqi96iGDVA73e6ibeJFk-q244udF/view?usp=sharing

