



UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA

Faculty of Engineering, Built Environment and Information Technology
Department of Architecture

TO WHOM IT MAY CONCERN

Please consider this letter confirmation of and contextualization for the 'Adopt-A-Site' Assignment that has been given to the first year Architecture students of the University of Pretoria.

We believe that visiting a real-world site and observing how it works is one of the most valuable learning experiences a young aspiring architect can engage with when learning about construction. As such we require of our students to visit an active building site on an ongoing basis during their first year of study in order to observe and take note of the processes involved in constructing a building.

Parameters for the site:

1. One to three storeys in height. Concrete framed structures are not ideal, however if all other parameters are met then students would not be discouraged from visiting the site.
2. Approximately six months to a year construction timeline.
3. Interior only alterations are not appropriate for this assignment as students are required to observe aspects of site establishment, foundations, wet works, waterproofing, window and roof installations etc. Most of which are not dealt with in interior only alterations.
4. The site needs to be accessible to them on a regular basis (once every one to two weeks).

For your peace of mind, however, please note the following:

1. The purpose of the visits is to enable students to see how the things they are learning about in theory is implemented in practice. Thus the visits will be purely for learning purposes at a first year level and nothing related to your site or the building being worked on will ever be published. Only the specific students granted access to the site and myself, as their lecturer, will engage with the project or their observations of the project.
2. While documents such as construction drawings will be appreciated, they are not required in any way for the student to do the assignment. Thus if you are not comfortable sharing that information, you do not need to do so while still allowing the students to access and observe the site.
3. In order to see a sufficient portion of the construction process students will ideally need to access the site every one to two weeks until the end of October at which point the assignment will be submitted.
4. While being able to engage with professionals involved in the project at some point would be appreciated, this is not required for the students to complete the assignment. Thus the students do not need to visit the site when professionals are there (unless this is a requirement from the persons giving the students permission to access the site), nor will there be any additional time demands on the professional or construction teams.



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5. The students have been instructed to follow all safety and privacy requirements as set out by the contractor and/or by the persons giving them access (including what they are and are not allowed to take photos of as well as the safety gear they are required to wear).
6. Students have been encouraged to visit the site in small groups, but it fully up to your discretion to indicate how many students you can and are willing to accommodate.
7. Permission to access the site can be revoked if it becomes necessary to do so at a later stage.

Please refer to the full assignment included on the following pages for more information on what is required of the students and what the visits may thus entail.

If you have any further questions or concerns please feel free to contact me at Carla.rademan1@gmail.com

Carla Rademan

MArch(Prof) University of Pretoria
KON111 & KON121 (Year 1 Construction) Lecturer

1. INTRODUCTION

“A great building must begin with the unmeasurable, must go through measurable means and in the end must be unmeasurable”, Louis Kahn.

Throughout the year you will be asked to investigate arguably the most measurable part of architecture, namely the building process itself. You will be expected to use all the knowledge you gain as we proceed in order to observe, analyse, document and eventually present your understanding of construction technology on a specific building site.

The assignment is intended to measure your insights and understanding into a number of topics covered during the year as well as your ability to transfer that information to a real life scenario.



2. CRITICAL DATES:

This assignment will stretch across the entire year with interim submissions and deliverables that will be issued as we proceed throughout the year. You are also expected to work on this on an ongoing basis to gain as much from the learning experience as possible.

Date issued: 08:30 on Monday 19 February 2024

Confirmation of Site: 12:30 On Monday 8 April 2024

*by this day you will be expected to have identified and started visiting your chosen site.
Interim submissions, activities and Instagram posts will start from this point onwards*

Partial Submission: During June Exam (exact date TBC)

Instagram Submissions: During June and November Exams and as an extension of OKU100

Final Submission: November Exam (exact date TBC)

You will be expected to visit the site on a weekly basis and document the process of construction. Documentation must be done through photographs and analytical freehand sketches.

3. INSTRUCTIONS

3.1 Identify and “Adopt” an active building site that you will visit on a weekly basis during the year:

- Identify a building site that is and will be under construction for the duration of the year ranging from March to October.
 - If the building process is expected to take longer / shorter, then you are to use your discretion to determine whether you will be able to meet all of the below deliverables based on the site.
 - You are required to choose a project that will enable you to adequately address all the aspects of construction noted below in 3.2.
- Make contact with a professional involved with the project (architect / engineer / contractor etc.) and obtain permission to access the site as well as any information they are willing to share about the project (e.g. drawings).
 - Note that obtaining drawings and so forth will not be a requirement for any of your assignments, but it will of course be useful in broadening your understanding of the project.
- Arrange when and how you would be allowed to access the site.
 - be mindful of your timetable as well as the requirements the professional might have
 - a site visit will not be considered an acceptable excuse for missing any lecture or studio session.

You are to visit the site weekly in order to observe, document, analyse and even interrogate the process of construction on an ongoing basis. This documentation should be done through the use of your journals, photographs and other recording methods as you see fit, with the intension of being able to compile a booklet by the end of the year.

3.2 Throughout the year you should deal with the following aspects of a construction process:

- | | |
|---|---|
| → Design (and how it relates to the construction) | → Roofs |
| → Consultants and Construction team | → Plumbing services and systems |
| → Administrative processes and OHS on site | → Electrical services and systems |
| → Site, site handover and site preparation | → Any other mechanical services and systems |
| → Excavations and foundations | → Built-in features and joinery |
| → Floors | → Internal finishes |
| → Walls | → External finishes |
| → Waterproofing | → Fixtures |
| → Door, Windows and other such elements | → Completion |

3.3 The building site should conform to the following parameters:

- The project should be a single or double storey, preferably brick, building
 - no concrete frame buildings and no multi-storey buildings
 - no interior only alterations/renovations. A project needs to include new ground works, walls, floors and so forth in order for it to fulfil the learning requirements set out in this document.
- The project should take place throughout the year and you need to be able to observe a significant portion of the construction process during that time.
- The site should be accessible to you on a weekly basis (i.e. it needs to be close enough for you to make the trip every week and the professionals involved need to approve of regular access)
- The/a professional involved needs to be willing to interact with you to some extent.
 - Note that they do not need to be there every time you visit, but it would be beneficial for you to be able to discuss your observations with them and ask questions at some point in the process.
 - The professional does not necessarily need to be an architect, but does need to work on the project.

It is encouraged, but not compulsory, for you to visit your selected site in small groups (up to five per group), the assignments however will be fully individual work and notable similarities and plagiarism between assignments will not be tolerated.

3.4 Documenting your experience

Throughout the year you will be required to record your experiences on site and post them on your Instagram account that was created for OKU.

You will be required to have at least 10 posts per semester (one per week or one per site visit), spread across the entire semester and you will be assessed on the quantity, quality and scope of your posts.

3.5 The Final Submission (The Booklet)

For your final submission at the end of the year you will be asked to compile an architectural booklet containing all the activities completed, documentation gathered, observations made and lessons learnt throughout the year.

This booklet is to include:

- 5.1. All the work done for your partial submission in June as well as all the work done for interim submissions/activities throughout the year. You will be permitted to revise the work based on feedback received as well as to suit the graphic style of the rest of the submission.
- 5.2. Using exclusively annotated diagram, you are to explain, unpack and analyse the processes involved in each of the aspects of construction outlined in 3.2 above.
 - a. This is to include information related to
 - How different areas or elements were prepared
 - Materials used (and why)
 - Tools and machinery used
 - Sizes of elements and materials
 - Methods employed to construct different elements
 - Order and/or underlying logic of construction and installation
 - b. Observation as to why things are being done in specific ways (as well as what an alternative might be if applicable)
 - c. Note and discuss any problems/errors you notice while on site
 - d. Note any lessons or discoveries that you found particularly interesting, surprising or enlightening.
- 5.3. You are expected to curate, design and format the booklet to maximise legibility, ease of communication and to demonstrate design intent through the graphic presentation of your work.
- 5.4. List of references with no fewer than 20 sources (omission of a full list will result in 20% deduction)

4. FORMAT AND MEDIUM

Formatting:

- Please take special note that the **booklet will not be submitted physically.**
- Students are advised to choose **EITHER A4 or A3** sized pages (not both) for the submission.
- Students are to ensure that the **page orientation remains consistent** throughout the document (either landscape OR portrait, not both)
- Students are to ensure that **everything in the document displays horizontally and consistently.**
- The booklet is to include **characteristics of an academic essay** such as a cover page, content page, page numbers, clear headings etc.
- All written **paragraph portions are to be typed** in order for a plagiarism report to be generated by TurnItIn, in addition to the regular ClickUP submission.
- You are to submit your document in a **PDF format.** No other formats will be accepted

Graphic intent:

Students can use **any medium or material of their choosing**, but are advised to use discretion as legibility should always be the main priority, not artistic expression. Students are, however, strongly encouraged to consider the graphic intent / style of their booklet and to thus *design* their booklets.

Please note that it is the responsibility of the student to make sure that **everything in their submission is clear and legible** (specifically referring to diagrams that have been scanned or photographed). **If a part of the submission is unclear for any reason (e.g. pixelated, blurry or blown out for example) it will not be possible to mark it.**

5. ASSESSMENT CRITERIA

If any parameter or restriction set out by this document is not adhered to, then 20% will automatically be deducted from that portion of the assignment.

Please refer to the rubric for a more comprehensive indication of how marks will be awarded.

If there arises an issue with your chosen site (e.g. there is an indefinite delay) you are to communicate such to your lecturer within two weeks from finding out about the issue in order for remedies to be investigated and discussed. If a student fails to do so, the existence of the issue will not be taken into consideration when marking the assignments.

You are expected to use one specific site throughout the year, unless permission is individually and expressly granted for you to use more than one site.

6. REFERENCES

1. SCHMIDT, S. (ed.). 2015. Architective: building construction standards for South Africa. Mondeor, Johannesburg [South Africa]. See scanned sections in the KON111 ClickUP module – Useful construction information to supplement your lectures. Also refer to the publication titled: "A technical Guide to Good House Construction".
2. WEGELIN, H.W. 2009. Construction Primer for Southern Africa. Pretoria: Visual Books.
3. Please also refer to additional references uploaded to the "Useful construction information to supplement your lectures" folder in KON111 ClickUP.

7. CUMULATIVE LEARNING

1. All KON111 and KON121 interim assignments are considered part of the learning curve building up to this assessment.
2. Students are encouraged to refer back to feedback given throughout the year relating to annotated diagrams in particular.

8. INSTRUCTION TO STUDENTS REGARDING PLAGIARISM

The University of Pretoria commits itself to produce academic work of integrity. I affirm that I am aware of and have read the Rules and Policies of the University, more specifically the Disciplinary Procedure and the Tests and Examinations Rules, which prohibit any unethical, dishonest or improper conduct during tests, assignments, examinations and/or any other forms of assessment. I am aware that no student or any other person may prepare work on my behalf, and I affirm that the assignment submitted is my own original work that does not contravene the university plagiarism policies.