

Landscape Architectural Accreditation Board

Student Work for Accreditation Reviews

An important part of every accreditation visit is the ROVE team's review of student work. Visiting teams need to review a range of student work to be assured that the program is successfully delivering its curriculum and meeting its educational mission, goals, and objectives. For years this has been done on campus, with displays of student work hung on walls, classrooms, and galleries.

Because of the amount of work that is now done digitally, and in an effort to conserve paper and reduce costs to the program, the LAAB requires programs to provide digital copies of student work to the visiting team members, along with the Self-Evaluation Report. As before, it is always the visiting team's prerogative to request to see additional work while on campus.

Programs should create a display of representative work for the visiting team – as well as current students and faculty – to review, and to provide as a way to promote the landscape architecture program on campus.

Media. The digital version of student work can be sent to the team as a CD-ROM, DVD, or thumb drive. Select a size that allows all student work to be included on one CD, DVD, or thumb drive. The program's name and date should be clearly displayed on the selected media.

Format. Student work should be provided in a PDF format that allows the reviewer to easily access individual documents. If you assemble the student work and descriptive text in PowerPoint, convert it to PDF rather than send the PowerPoint presentation.

Legibility. PDF's should be able to be enlarged without becoming pixilated or losing quality. Make sure you have projected the digital presentation onto a screen or wall to assure that it is legible when enlarged.

Organization. The digital submission should be organized in chronological order with a folder for each year of the program's curriculum (e.g., first year students, third year students). A written Table of Contents should be provided in the SER. Provide a separate file for each course, preceded by the problem statement or assignment before the examples of student work.

Student Work. The digital submission should illustrate a range of student work for each course. Provide examples from multiple years within the current six-year accreditation cycle. For each course provide a minimum of three and a maximum of five examples of student work. Some examples may involve multiple pages. Examples of student writing should also be included.

Range of Work. The selected examples should demonstrate that students have achieved at least minimum competency. At least one example should illustrate what the program considers to be of minimum competency. Submit work from several students. LAAB does not want to see the same student's work over and over.

Techniques. LAAB wants to see end products for all assignments and process drawings that support the final products. The selected examples should document a full range of graphic techniques that are used by students. Courses that include model building should include digital photographs of representative models in the examples.

Theses. For thesis projects, it is acceptable to include web links to materials on the program's website, rather than copy the entire thesis.

Team Room. The program should make sure the visiting team's room is set up with a digital projector and white wall or screen to allow them to view student work.

Please contact Ron Leighton, LAAB Administrator if you have questions at 202-216-2338 or rleighton@asla.org.