

	<b>FADS 4382</b> <b>Portfolio: Fashion Design</b> <b>Class time/place: T/R 9-10:15am / JB 108</b>	
	<p><b><u>Contact Information</u></b></p> <p><b>Office Hours:</b>                  M/W noon-1pm                  R 10:30-12:30am                  Or by appointment</p>	<p><b>Instructor:</b> Lalon Alexander, PhD  <b>Office:</b> JB 217  <b>Email:</b> mlalexan@uiwtx.edu  <b>Facebook:</b> Uiw Lalon Alexander  <b>CPO:</b> 499  <b>Phone:</b> 210-805-1207</p>

**I. Course Description:**

Process of developing a design portfolio collection for a career in fashion design, or other career options in the fashion industry. A variety of interview techniques and resume/portfolio styles will be discussed.

**II. Course Overview:**

Following participation in all classes, the student will be able to demonstrate the ability to:

- To understand what skills are needed to obtain an internship or job in your chosen area.
- To develop a list of possible internships or jobs.
- To create a professional resume.
- To be able to write a clear and concise cover letter.
- To create a professional portfolio of your work.

Prerequisites: Junior Standing

Degree Plan: BFA Fashion Design

Audience: undergraduate fashion design majors

Repeat for credit: No

**Course Requirements/Learning Outcomes**

<b>Upon completion of the course, students will be able to</b>	<b>The objectives will be assessed by</b>
1. To create an industry-appropriate and professional quality resume and cover letter	Via the letter project
2. To learn to interview well	Via the mock-interview
3. To create an interview-ready portfolio	Via the final portfolio project

**III. Course Texts/Supplies/Materials****A. Required Text:**

- Hagen, K., & Hollinger, J. (2014). Portfolio for fashion designers. Pearson: Boston, MA.
- Samuel, W., Palmer, R., Phillips, B. (2008). Fashion Careers: The Complete Job Search Workbook. Fashion Careers: New York, NY.

**B. Supplies:**

- Portfolio
- Page Protectors
- Resume quality paper & envelopes
- Headset for computer
- Laptop is helpful, but not required

\*Additional supplies will be needed for individual projects

**IV. Course Policies:****Participation, Punctuality and Attendance****Special Note:**

As the fashion industry is one of the most competitive career areas in the U.S., it is essential to develop professional habits and strong work ethics early in order to significantly increase your chances of success. Among these habits are attendance, punctuality, honesty, integrity, completing all work entirely and on time, respect for others and enthusiasm for your work. As such, many of the course policies reflect these and are set to engrain these habits into your way of life as early as possible, making you a much more employable person.

**A. Attendance Policy:****University Policy**

Unless otherwise stated in the course syllabus/outline, or unless an absence is excused in accordance with this policy, students are expected to attend and participate in all scheduled class meetings. Students taking on-line courses are expected to show active participation in the course as defined in the course syllabus/outline. Faculty are expected to communicate class attendance and participation requirements in the course syllabus/outline. Students are responsible for meeting the attendance and participation requirements in each course. If there are any questions or concerns over the requirements, students should speak directly to the faculty at the beginning of the semester.

**Policy requirements****1. Notification of Faculty**

- a. **Planned Absences.** Students must notify instructors in writing at least two weeks prior to planned absences such as participation in an official university function, observance of a religious holy day or active military service. If the absence is for the observance of a religious holy day see *Class Absences for Religious Holy Days* policy. If the absence is for military service the student

should provide to each instructor a copy of the military orders (see #2.b. below regarding extended absences due to military service).

- b. **Illness or other extenuating circumstances.** Students should notify the instructor directly of absence due to illness or other extenuating circumstance.
2. **Making up missed work**
  - a. With instructor permission, make-up exams and assignments will be scheduled by the instructor within a reasonable time. Make-up exams and assignments will be equivalent to and no more difficult than the original assignments.
  - b. A student who misses multiple class periods should seek advice from the instructor about the advisability of continuing in the course or requesting an Incomplete grade (if the student is otherwise eligible for an Incomplete).
3. **Withdrawing from a course**
  - a. Students who are not able to attend a course are responsible for dropping the course by the appropriate deadline. Instructors may not automatically drop a student from a course. Students who do not attend and who do not officially drop the course will receive a failing grade for the course.
4. **Disputes and Appeals**
  - a. If there are disagreements about absences that cannot be resolved between the student and the instructor the student should contact the Office of the Dean of the College or School who has oversight for the respective course. The Student Complaint Policy is found in the Student Handbook & Code of Conduct.
5. **Communication of Policy**
  - a. The policy and procedure are to be printed in the *UIW Student Handbook & Student Code of Conduct*.
  - b. International Student & Scholar Services will include the policy in the *International Student Handbook* and *Welcome Week* literature.
  - c. The policy will be included in the Faculty Handbook (Chapter 7 *Policies and Procedures on Instruction*).
  - d. The policy will be included in the *Undergraduate* and *Graduate Bulletins* under "Attendance".

**Fashion Management Department Policy for Lecture Classes:**

Attendance and participant in this class is mandatory. In addition to maintaining the appropriate average in any class, **ATTENDANCE WILL AFFECT THE FINAL GRADE IN THE FOLLOWING WAYS:**

As this class meets only once a week, students are allowed 1 absence from this course during the semester. **Each** additional absence will result in the loss of 5% from your final course average. (Department Policy).

**Absences and Tardies:**

An Attendance Sheet will be located at the front of the classroom. After the official beginning of class the sheet will be marked and all subsequent signatures will be considered

tardy. ***It is YOUR responsibility to sign in – not the instructor's.*** Students that are in class, but did not sign in are still considered absent.

Three tardies equal one absence. If a student misses more than 15 minutes of class they are considered ABSENT regardless of whether it is at the beginning, during or at the end of class. If you leave within the last 15 minutes, but before you are dismissed, you are tardy.

ALL absences count regardless of being excused or unexcused. However, an excused absence will allow you to make up missed work, whereas an unexcused absence does not. An excused absence is defined as a verified illness, family emergency, religious observance, or University-sponsored event. A doctor's note is required for an illness to be excused. Notice of funeral or some other form of official documentation is needed for family emergencies. ALL UNDOCUMENTED ABSENCES are unexcused.

**Documentation:**

All excused absences must be accompanied by proper documentation within ONE WEEK of the student's return from his or her absence. If documentation is not provided within one week, the absence will count as unexcused.

**Officially Approved Trips:**

The University of the Incarnate Word Catalog states that the person responsible for a student missing class due to a trip should notify the instructors of the departure and return schedule in advance of the trip. The student may not be penalized and is responsible for the material missed. (p.66)

**Religious Observances:**

**University Policy:**

The University of the Incarnate Word welcomes persons of diverse backgrounds and is therefore committed to providing reasonable accommodations for students wanting to attend religious observances even though they may conflict with university class meetings, assignments, or examinations. This policy is intended to ensure that both faculty and students are fully aware of their rights and responsibilities in the accommodation of students' religious observances.

**Policy Requirements**

**1. Notification of Faculty**

Students must inform instructors in writing at least two weeks before the religious holy days or religious activities, but preferably at the beginning of the semester, to enable planning and coordination of class assignments and examinations. In some professional schools the Dean's approval will also be required.

**2. Making up missed work**

- a. With instructor permission, make-up exams and assignments will be scheduled to be completed before the religious observance if possible or within a reasonable and specified time after the observance;

- b. Make-up work must be equivalent to and no more difficult than the original assignments;
  - c. It is not appropriate to excuse a student from make-up work and consequently reduce the student's grade;
  - d. Students are not required to prove attendance at religious observances in order to complete make-up work and complete a courses;
  - e. Because of time limitations at the end of the semester, this policy does not apply to the final exam period; student do have the option of requesting an incomplete grade (IP) for the course if the religious observance occurs at the end of the semester.
3. **Disputes and Appeals**  
Should disagreements arise over any aspect of this policy, the student or instructor should contact Office of the Dean of the College or School that has oversight over the respective course. The procedures for the *Student Complaint Policy* are found in the *UIW Student Handbook & Student Code of Conduct*.
4. **Communication of Policy**
- a. The policy and procedure above are to be printed in the [UIW Student Handbook & Student Code of Conduct](#).
  - b. International Student & Scholar Services will include the policy in the *International Student Handbook* and Welcome Week literature.
  - c. The policy will be included in the *Faculty Handbook* (Chapter 7 *Policies and Procedures on Instruction*).
  - d. The policy as stated above will be included in the *Undergraduate* and *Graduate Bulletins* under "Attendance".
  - e. Faculty will include the following statement in the course syllabus and announce the procedure the first day of class.

***Class Absences for Religious Observances***

*The University of the Incarnate Word welcomes persons of diverse backgrounds and is therefore committed to providing reasonable accommodations for students wanting to attend religious observances and who will miss class. Students must inform instructors at least two weeks prior to attending a religious observance. Students use the form found in the UIW Student Handbook & Student Code of Conduct to request accommodations from the instructor.*

**\*\*\*PERFECT ATTENDANCE\*\*\*\*\***

Anyone who completes the semester without ANY absences (excused or unexcused) OR tardies of any sort will receive an extra 1/3 letter grade to their overall average. For example, if you have a B- for your final course grade and a perfect attendance record, you will be "bumped" to a B.

**Class Participation:** Participation in all classes is expected and required. All work is expected to be turned in on time.

**B. Late Assignments:**

**LATE ASSIGNMENTS WILL NOT BE ACCEPTED.** Absolutely **NO** late assignments or projects will be accepted except from those who have an excused absence (excluding University-approved absences). Those with University-approved absences must turn in their projects **BEFORE** the absence unless other arrangements are made prior to the absence. Any other work that is not turned in on time or early will not be accepted and therefore will be recorded as a zero (0) in the gradebook. Those with an **EXCUSED** absence (must have proper documentation – see absence policy) must submit their work by the beginning of the next class period. **Those who have skipped class and do not have acceptable documentation of illness or family emergency will not have this grace period.**

**C. Communications/Information:**

All information for homework, assignments or projects can be found on Blackboard or the class website: [www.lalonalexander.com](http://www.lalonalexander.com) If you have lost your information, or a hard copy was not given in class, you can print one out from either site. If one site is down, the other site can still be accessed.

Announcements will be made in class, through Blackboard and Facebook. It is the student's responsibility to check their UIW email (including junk mail folder) for announcements and direct communications from the instructor. Students should also friend the instructor and join the Facebook class group, **UIW FADS Design Portfolio**, to keep up with announcements and any date changes.

It is the student's responsibility to read the directions fully to complete each project or assignment. If you do not understand the directions in anyway, **ASK THE INSTRUCTOR**. "I didn't know that's what you meant," is not an excuse.

All assignments and projects are due at the beginning of class on the dates given. No assignments or projects will be accepted after the beginning of class on the assigned date.

All projects and assignments must be original. They cannot be re-used from another class.

**NOTE:** You are responsible for any changes to the project/assignment specifications made orally in class. Please pay attention when projects are being reviewed, ask ahead of time if you want to get started early and find out if you missed anything when absent.

**D. Performance Level:**

To obtain an "A" in this course, the student must maintain accuracy as well as a high level of creativity in all of their projects. In addition, every project is to be on time, and have no more than 1 excused absence. Only the highest-level students will receive an "A". Simply being present and turning in assignments does not "entitle" one to an "A". Nor does it "entitle" one to any other passing grade. Only absolute excellence in work and a terrific attitude as well as other factors earns one an "A". Even just to receive a passing grade will require a lot of hard work and diligence to meet the requirements of the course and the

assignments. A passing grade does not mean that the project was merely completed, but that it was also deemed acceptable by the instructor and met ALL of the guidelines.

**NOTE:** Any student is welcome and encouraged at any time during the semester to inquire about assignment questions, his/her attendance, his/her grades, questions about lectures, or any other concerns. It is not acceptable to email the instructor (for the first time that semester) after the final asking if there is anything he/she can do to raise his/her grade.

**E. Disability Accommodations:**

The University of the Incarnate Word is committed to providing a supportive, challenging, diverse and integrated environment for all students. In accordance with Section 504 of the Rehabilitation Act – Subpart E, Title III of the Americans with Disabilities Act (ADA), and Title III of the ADA Amendments Act of 2008 (ADAAA), the University ensures accessibility to its programs, services and activities for qualified students with documented disabilities. To qualify for services, the student must provide Student Disability Services with the appropriate documentation of his or her disability at the time services and/or accommodations are requested.

**Pregnancy Accommodations:**

Under the Department of Education's (DOE) regulations implementing Title IX of the Education Amendments of 1972, the University does not discriminate against any student on the basis of pregnancy or pregnancy related conditions.

**To request reasonable accommodations for disability, temporary disability (e.g., injury, surgery) or pregnancy, please contact:**

Student Disability Services  
4301 Broadway CPO 286  
Administration Building – Suite 105  
San Antonio, TX 78209  
(210) 829-3997  
(210) 829-6078  
[www.uiw.edu/sds](http://www.uiw.edu/sds)

**Title IX Information**

Unlawful discrimination has no place at the University of the Incarnate Word. It violates the University's core values, including its commitment to equal opportunity and inclusion, and will not be tolerated. The University of the Incarnate Word prohibits sexual misconduct, that can include: (1) sex and gender based discrimination; (2) sexual and sex and gender based harassment (including a hostile environment based on sex or gender); (3) sexual assault; (4) sexual exploitation; (5) stalking; and (6) relationship violence (including dating and domestic violence). For more information, or to report an incident, please visit [www.uiw.edu/titleix](http://www.uiw.edu/titleix).

**F. UNIVERSITY OF THE INCARNATE WORD FASHION MANAGEMENT CODE OF CONDUCT**

In the spirit of the Sisters of Charity of the Incarnate Word and the mission of this University, the fashion department has accepted as its charger for the 2006-2007 academic year, the pursuit of the value of respect; personal, departmental and universal.

We intend to implement this value by

- Treating each other with courtesy
- Attempting to recognize the divine in each one of us
- Recognizing the dignity of each individual

The Incarnate Word of God teaches us to treat ourselves, our peers, our superiors, and our community with thoughtful consideration. Thoughtfulness in our words and actions can do much to create a positive and successful learning environment.

**NB: The following rules are in addition to the University of the Incarnate Word Student Code of Conduct published in the student handbook, available in the Student Activities Office.**

**G. ACADEMIC HONESTY STATEMENT**

The highest standards of academic honesty are expected in the course. Forms of academic dishonesty include, but are not limited to cheating, plagiarism, counterfeit work, falsification of academic records, unauthorized reuse of work, theft, collusion. See the student handbook for definitions and procedures for investigations of claims of academic dishonesty.

**Forms of Academic Dishonesty (including but not limited to):**

- Cheating on tests, examinations or other class or laboratory work
- Involvement in plagiarism (appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit)
- Counterfeit work, including turning in as one's own, work which was created, researched or produced by someone else
- Falsification of Academic Records- knowingly and improperly changing grades on transcripts, grade sheets, electronic data sheets, class reports, projects, or other academically related documents
- Unauthorized reuse of work- turning in of the same work to more than one class without the consent of the instructors involved
- Theft- unauthorized use or circulation of tests or answer sheets specifically prepared for a given course and as yet not used or publicly released by the instructor of the course, or theft of completed tests
- Collusion- involvement in collusion (unauthorized collaboration with another person in preparing course work)



- Facilitating Academic Dishonesty – intentionally or knowingly helping or attempting to help another to violate a provision of the code of academic integrity

**V. Department Information.**

**A. GRADING OF GARMENTS (and Assignments/Projects)**

- Garments (Assignments/Projects) must be entirely completed to be graded
- Grading will be based on quality according to the rubrics (specifications) for each construction course
- The student will have to have a C or better to proceed to the next level in the fashion degree plan
- No late work or extra credit will be accepted
- IPs will only be issued in extreme circumstances

NB: The student will have to earn a C or better to proceed to the next level in the fashion degree plan.

**B. CLASSROOM AND LAB USE:**

Students are to respect the rights of others by treating faculty and classmates with respect. They are to respect the property of others and to use departmental supplies and equipment carefully.

In addition, please

- **READ AND KEEP YOUR SYLLABUS**
- No food or drink in the sewing or computer labs
- No sleeping in class
- Students should refrain from any unnecessary disruptive talking during class (faculty encourage an open environment in which everyone has the right to express their own opinions and ideas). However, everyone should be able to do so without having to talk over any of their peers in order to be heard
- Silence cell phones, pagers, PDA phones in classrooms
- No portable video game systems during class
- No laptops unless they are part of the on-going lesson
- No working on unrelated topics in class
- No walking in front of the teacher while they are teaching
- Only students enrolled in the class may be in the classroom during class
- No late work
- Departmental supplies are for in-class work
- No leaving the classroom during lecture except in the case of emergency. It is just considered impolite to walk out while someone is lecturing or presenting, plus you are likely to miss vital information.

**C. Teaching Strategies**

Please read the assignments before coming to class. The reading assignments, lecture discussions and projects are intended to complement each other. This course, as with most fashion courses, is extremely rigorous, and if you are current with your reading you will get more out of your class time. Ask questions. Chances are if you are confused, so are others. At times you all will be confused, so maintain your sense of humor.

The syllabus presents the anticipated schedule, however the time schedule is not written in stone. Although I expect to keep to the dates in general, I like to allow some flexibility. The raising of questions during class time is welcomed and encouraged. If I don't have the answer to your question I will try to obtain it within a reasonable period of time. I hope that each of you will share your experiences and knowledge with the class. If any instructions or assignments are not clear, please ask me about them so that I can clarify any potential problems for all students in the course.

**VI. Grading Activities, Criteria, and Guidelines****A. Grading Activities:****Projects and Assignments:**

**Finalized Letters plus Interview Pack (Project 1):** This will be submitted in-person in class. You will create a professional resume and write a cover letter addressed to one of the 10 companies listed in your homework. You will also write a follow-up letter, thank-you letter, and decline letter for the same company. These will be on resume paper.

Then you will put together an Interview Pack that includes your leave-behind page and business card for your interviewer. Specifications will be given on-line.

**Portfolio Projects:** There will be 3 Portfolio Projects that you receive separate grades for. By no means does that indicate that you will only have 3 projects in your portfolio or that you only have to work on 3 projects. This is just a means of forcing you to spread out your work and giving you credit for doing so.

The initial submissions of these projects (pre-portfolio) are preferred in electronic format. This makes it easier to execute necessary changes after you receive the comment sheet. It also makes it easier to display your work to the class upon submission. Please submit files in both their native file format (adobe) and as a .pdf or .jpg file that we can easily display on the screen. Ask if you need help with this.

**Portfolio Project 2:** Identify one of your portfolio lines that is desperate need of a make-over, but the contents or concept are still worthy of keeping. Redo it. Specifications will be given on-line.

**Portfolio Project 3:** You will create one brand-new portfolio group according to the specifications given on-line.

**Portfolio Project 4:** Choose a project that has garments you have already created. Take/get professional quality photographs of the garment(s). Remember to STYLE the garment, model, and environment. Work the photos into your portfolio layout. Redo any portion of the project that needs it.

Make a tech-pack for the line. At least one garment must have all the sheets specified. More instructions will be given online

**Extra credit:** decide early if you want to add some extra credit to a portfolio project. If so, I will assign you a freshman design or PD student to mentor. This means you contact them, become their buddy, help them with the ins and outs of UIW and the fashion program. You need to meet a MINIMUM of 3 times in the semester. Early is best since they are very confused at this stage. I will check with the freshman about how helpful and nice you have been for/to them. Good reviews = 10 total points to 1 portfolio project. That's a whole letter grade! "Okay" reviews = 5 extra points (for making an attempt).

**Interview:** Each student will be required to participate in the interview process. You will be interviewed for a position at the company that you wrote your cover letter.

**Final Project:** Each student will have to complete a professional print portfolio and online portfolio of their work. The portfolio for print and online will look slightly different, but the basic premise is the same. You must be able to communicate to a possible employer what skills you have and be able to showcase those skills.

Everything we do in this class will be working towards getting you an internship and/or a job. It is imperative that you complete each project and read the textbook. It is your future.

**You will need to work on this outside of class time. Plan your time accordingly. If this means you need to start earlier, then do so.**

**B. Grading Criteria:**

• Homework assignments	10%
• Interview	10%
• Projects (4 @ 10% each)	40%
• Final project (print 20%, online 20%)	40%

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Total % = 100%

**C. Student Evaluation:**

Students will be evaluated on their ability to meet the course objectives based on their fulfillment of the class projects and assignments. This includes:

1. Ability to follow directions
2. Ability to demonstrate comprehension of subject matter
3. Creativity

4. Neatness and completeness
5. Overall appearance/layout/design

**Grades are as follows:**

≥ 93%	A	4.0	Superior grasp of subject matter, initiative, and originality
90 – 92%	A-	3.7	
87 – 89%	B+	3.3	
83 – 86%	B	3.0	Better than average grasp of subject matter
80 – 82%	B-	2.7	
77 – 79%	C+	2.3	
70 – 76%	C	2.0	Acceptable grasp of essentials of course
67 – 69%	D+	1.3	
63 – 66%	D	1.0	Less than average performance in class
60 – 62%	D-	0.7	
59% & below	F	0.0	Failure to master the minimum essentials of the course

**VII. Course Outline**

**Tentative Schedule:** Note- days/schedule is subject to change due to speakers. **Please check online schedule regularly for updates.**

	Dates	Topic	Reading from text	Assignments Due
Aug	23	Syllabus (briefly), jobs available, job searching, create LinkedIn/Dropbox accounts		
	25	Resumes and cover letters		<b>FC Ch. 2 worksheets</b>
Sept	30	Other business letters, try online communications	Bring laptops and headsets	<b>FC Ch. 3 worksheets</b>
	1	<b>Online:</b> guest lecturer: Robert Johnson; making logos and branding yourself		
	6	Business cards, leave behind pages and packets	P: Ch 1	<b>1<sup>st</sup> Draft cover &amp; resume</b>
	8	<b>ONLINE:</b> Chapter one portfolio book	P: Ch 2	
	13	Chapter two portfolio book	P: Ch 3	<b>1<sup>st</sup> Draft Follow-up, Thank-you/ Decline Letters</b>
	15	Chapter three portfolio book	P: Ch 4	
	20	<b>ONLINE:</b> Chapter four portfolio book		<b>1<sup>st</sup> Draft Cards, Personal Page &amp; L.B. Page</b>
	22	Work on mock-up portfolio (ch. 4)		

	27	Guest Lecturer: Ricardo Mario, photographing work	P: Ch 5	<b>Bring Parts (for grade) + Mini mock-up portfolio (worth 2 grades)</b>
	29	<b>Online:</b> Chapter five portfolio book	P: Ch 6 & 7	
Oct	4	Chapter six and seven portfolio book	P: Ch 8	
	6	<b>ONLINE:</b> Chapter eight portfolio book	P: Ch 9	<b>Portfolio project 1 due</b>
	11	<b>ONLINE:</b> Chapter nine portfolio book and prep for website lessons		
	<del>13</del>	<b>Fall Break – no class</b>		<b>Proj 1 – Final Letters + Interview Packs</b>
	18	Creating an online portfolio		
	20	Guest lecturer: Suzan Lambillote (9:15), design manufacturer		<b>Portfolio project 2 due</b>
	25	Creating an online portfolio		
	27	Review Portfolio		<b>Collection of Job Openings Due + Phone Log</b>
Nov	1	Guest Lecturer: Monika Zettner		<b>Sign up for interview time</b>
	3	Interview process		<b>Portfolio project 3 due</b>
	8	<b>Online</b> Guest Lecturer: working on it...		
	10	<b>Online</b> Guest Lecturer: Heather Fitzgerald, study abroad		
	15	Guest Lecturer: Tori Johnson and Aquila Mendez-Valdez		
	17	<b>Interviews</b>		<b>Portfolio DUE!!!!!!!! @9am</b>
	22	<b>Interviews</b>		
	<del>24</del>	<b>Thanksgiving holiday – no class</b>		
Dec	29	Guest Lecturer: working on it...		
	1	Last Class – What to expect on the job		
	8 <u>8-10am</u>	<b>THURSDAY 8am to 10 am Present your portfolios and web portfolios to class</b>		<b>Pick up Portfolio</b>

**\*\*\* You must be present at the final or you will fail the class.** Late projects will not be accepted nor will early ones. No changes can be made to projects after submission. We will not wait for you. If you are not on time, your final project will not be accepted. You must have to

the discipline to complete your project on time and to get yourself to the presentation on time.\*\*\*

**If you are more than 15 minutes late, your project WILL NOT be accepted. \*\*\***

#### VIII. Bibliography:

Brannon, E. L. (2011). *Designer's guide to fashion apparel*. New York, NY: Fairchild Books.

Brannon, E. L. (2010). *Fashion forecasting (3<sup>rd</sup> ed.)*. New York, NY: Fairchild Books.

Jennings, T. (2011). *Creativity in fashion design*. New York, NY: Fairchild Books.

Posner, H. (2011). *Marketing fashion*. London, UK: Laurence King Publishing.

Tortora, P. & Eubank, K. (2010). *Survey of historic costume (5<sup>th</sup> ed.)*. New York, NY: Fairchild Books.

Travers-Spencer, S. & Zaman, Z. (2008). *The fashion designer's directory of shape & style: Over 600 mix-and-match elements for creative clothing design*. Hauppauge, NY: Barron's Educational Series.

**FMGT 4382: Portfolio: fashion design  
Student Agreement**

I \_\_\_\_\_ have read the FMGT 4382 Syllabus and Fashion Management Code of Conduct. I understand and agree to all the policies therein pertaining to student conduct, attendance, classroom use, assignments, late assignments, and the performance level that is expected of me in this course.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Name – Clearly PRINTED

\_\_\_\_\_  
phone number/cell phone

\_\_\_\_\_  
Email – if you use another address from your UIW account