Knowledge Areas | Distribution
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P1. Project Coordination | 10%
P2. Codes and Standards* | 18%
P3. Building Systems and Integration* | 16%

**P1. Project Coordination**

- Demonstrate understanding of the **critical path** (e.g. design milestones, sequencing)
- Demonstrate understanding of **project team dynamics**
- Demonstrate understanding of **project budgeting/tracking during design phases**
- Understand and identify role of **Architects, Engineers** (e.g. electrical, structural, mechanical, civil), and **Specialty Consultants** (e.g., landscape, lighting A/V, acoustical, food service, graphics/signage)
- Understand and identify role of **Contractors/Construction Managers**
- Understand and identify role of **Real Estate Professionals** (e.g. realtor, landlord, leasing agent, developer, property owner)

**P2. Codes and Standards**

- Demonstrate understanding of **universal/accessible design** principles
- Ability to understand and analyze **life safety elements** (e.g. egress, fire separation)
- Demonstrate understanding of **zoning and building use**
- Demonstrate understanding of **environmental regulations** (e.g. indoor air quality, energy conservation, renewable resources, water conservation)
- Ability to understand and analyze **square footage standards** (e.g. code, BOMA, lease)

**P3. Building Systems and Integration**

- Demonstration understandings of and appropriate application of **building construction types** (e.g. wood, steel, concrete)
- Demonstration understandings of and appropriate application of **building components** (e.g. doors, windows, wall assemblies)
- Demonstration understandings of and appropriate application of **mechanical, plumbing, and fire protection systems**
- Demonstration understandings of and appropriate application of **electrical, lighting** (e.g. zoning, sensors, daylighting), and **low voltage systems** (e.g. data and communication, security, A/V) **systems**
• Demonstration understandings of and appropriate application of **structural systems**
• Demonstration understandings of and appropriate application of **acoustical systems**
• Demonstration understandings of and appropriate application of **sequencing of work** (e.g. plumbing before drywall)
• Demonstration understandings of **permit requirements**

### P4. Product and Material Coordination 14%

**Skill Objective**

• Ability to conduct and communicate **cost estimating**
• Ability to identify appropriate **product components** (e.g. types, assembly, methods)
• Demonstrate understanding of **material detail drawings** (e.g. custom products)
• Demonstrate understanding of **lead time** (e.g. manufacturing time, delivery)
• Demonstrate understanding of **installation principles and techniques**
• Demonstrate understanding of **life safety** codes and standards (e.g. flammability, toxicity, slip resistance)
• Demonstrate understanding of **technical specifications**
• Demonstrate understanding and utilization of **maintenance documents** (e.g. warranties, manuals)
• Demonstrate understanding and utilization of **procurement procedures** (e.g. purchase orders, prepayment requirements)

### P5. Contract Documents* 16%

**Skill Objective**

• Demonstrate understanding of components on the **cover sheets** (e.g. general conditions and notes, drawing index)
• Demonstrate understanding of **code required plans** (e.g. egress, accessibility, specialty codes)
• Demonstrate understanding of **elevations, sections and details** (e.g. partition types, millwork)
• Demonstrate understanding of **consultant drawings** (e.g. MEP, structural, security, specialty consultants)
• Demonstrate understanding and utilization of **specification types** (e.g. prescriptive, performance, and proprietary)
• Demonstrate understanding and appropriate application of **specification formats** (e.g. divisions)

### P6. Contract Administration 18%

**Skill Objective**

• **Demonstrate knowledge of project management** (e.g. schedule, budget, quality control) techniques
• Demonstrate understanding and utilization of **forms** (e.g. transmittals, change orders, bid/tender, addenda, bulletin, purchase orders)
• Demonstrate understanding and utilization of **punch list/deficiency lists**
• Demonstrate understanding and utilization of **site visits and field reports**
• Ability to lead **project meetings/meeting management** and follow meeting protocol and minutes
• Demonstrate understanding and utilization of **shop drawings and submittals**
• Demonstrate understanding and utilization of **construction mock-ups**
• Demonstrate understanding and utilization of **value engineering**
• Demonstrate understanding of **project accounting** (e.g. payment schedules, invoices)
• Demonstrate understanding of **Contractor pay applications**
• Demonstrate understanding of **project close-out**
• Demonstrate understanding of **post-occupancy evaluation**

### P7. Professional and Business Practice 8%

**Skill Objective**

• Demonstrate understanding of the **Interior Design scope of practice**
• Ability to understand and develop **proposals** (e.g. time and fee estimation, RFP process, project scope)
• Ability to understand and develop **budgeting principles and practices** (project specific)
• Ability to understand and develop **contracts**
• Demonstrate understanding of the **phases of a project**
• Demonstrate understanding of **business licenses** (e.g. sales and use tax, resale certificates)
• Demonstrate understanding of **accounting principles** (office/business)
• Demonstrate understanding of **legal considerations** (e.g. liabilities and forms of business)
• Demonstrate understanding of **insurance principles**
• Demonstrate understanding of **professional licensure, certification, registration**
• Demonstrate understanding of **economic factors**