

## **ACADEMIC DIDACTIC REGULATIONS 2023-2024**

### **Bachelor's Degree in DESIGN AND COMMUNICATION**

#### **1. Definitions**

For the purposes of these regulations:

- a) for the Regulation on Teaching Autonomy, hereinafter referred to as RAD, the Regulation containing rules concerning the Teaching Autonomy of Universities referred to in the Ministerial Decree. of 3 November 1999, n. 509 as amended and replaced by the Ministerial Decree. of 23 October 2004, n. 270;
- b) by Statute, the Statute of the University of Campania "Luigi Vanvitelli";
- c) for General Regulations, the General Regulations of the University of Campania "Luigi Vanvitelli";
- d) for University Teaching Regulations (RDA), the Regulation approved by the University of Campania "Luigi Vanvitelli, pursuant to Law 240/2010, issued with DR n. 840 of 9 September 2013 and amended with D.R. 1050 of 11/30/2023 (adaptation to Ministerial Decree 96/2023);
- e) for Ministerial Decrees, hereinafter referred to as DM, the M.U.R. Decrees. 1648 and 1649 of 19 December 2023 determining the classes of university degrees and the classes of master's degrees;
- f) for Study Course, the Study Course for obtaining a three-year degree in "Design and Communication";
- g) by qualification, the three-year Bachelor's degree in "Design and Communication";
- h) for Department Teaching Coordination, the group made up of the presidents of the Study Courses relating to the Department of Architecture and Industrial Design and the Director of the same or his Delegate;
- i) for all other definitions not explicitly mentioned, please refer to the University Teaching Regulations.

#### **2. Name of the Bachelor's Degree course and class to which it belongs**

The name of the course, belonging to Class L4, is s a Bachelor's Degree in "Design and Communication"

The Course of Study (CdS) is organized in accordance with the relevant Teaching Regulations regulated in the University Teaching Regulations.

#### **3. The Bachelor's Degree in synthesis**

The three-year Bachelor's Degree in "Design and Communication" trains designers capable of investigating contemporary scenarios, to identify latent needs and conform responses in terms of material and immaterial products and services. The three training lines concern the product, space and communication. The Course pursues the dual objective of structuring methods / processes / prototypes / products and appropriate communication. The Bachelor's Degree in "Design and Communication" of the Department of Architecture and Industrial Design is based in Aversa, Abbey of San Lorenzo ad septimum.

#### **4. Structure of the Bachelor's Degree Course**

The Bachelor's Degree lasts three-year, with a total of 180 university credits (ECTS) and does not include

Curricula with the exception of particular cases (illness, impossibility of reaching the location due to reduced mobility certified by the student, etc.) which will be evaluated by the CCdS. Specifically, the Course is structured into three years: the first equal to 60 university credits (CFU), the second equal to 60 CFU, the third equal to 60 CFU (starting from the 2023/2024 academic year). The Study Manifesto is made up of courses which, at the end of the teaching course, provide an evaluation by the Teacher according to the type of exam (positive mark from 18 to 30 and 30 with honors) or suitability (positive evaluation without vote). To optimize and encourage the learning of the training objectives of the Course, the teaching calendar includes 2 quarters per year, in such a way as to allow the student to follow the courses with compulsory attendance and to take the exam and/or suitability. The two quarters provide monthly intervals in which to take exams and qualifications. Current students who are enrolled in the Course during its legal duration are guaranteed a number of exam sessions in accordance with the law, while non-course students, those who are enrolled beyond the legal duration of the Course and therefore in the condition to be free from the obligation to attend courses, they can take their outstanding exams on the dates dedicated to them. The lesson timetable is designed in order to compact attendance in the Department, allowing the time necessary to complete individual study, carry out the internship, any on-site inspections and events organized by the Department. It is possible to access the final exam after having acquired 176 ECTS; this final test (4 CFU) is integrated into the curricular internship path (8 CFU) and can take place in agreement with the company hosting the graduating student. The Study Manifesto will report each year the courses activated and their subdivision between the various years of the course.

#### **5. Specific educational objectives of the Bachelor's Degree Course**

The training objectives are clearly divided into learning areas, consistent with the cultural, scientific and professional profiles identified by the Course. The training course develops over three years. During the first year, the basic theoretical, technical and methodological skills necessary for introducing the student to design practice are acquired, as are those related to perception, drawing and representation, the historical culture of the project, the basic scientific training necessary to manage technical-scientific skills and basic technological and engineering training useful for starting to structurally dimension design artefacts and characterize their material qualities, and the Skills for Digital Representation. During the second year, the basic knowledge covered in the first year such as historical knowledge is explored in depth, and the field of interior design is introduced through interior design. The knowledge related to the application of graphics in the field of communication and the technical skills useful for entering the world of work are integrated - Media Design skills to arrive at the final design practice on the development of new products in which students are encouraged to coordinate design, historical-critical, technical-scientific and representative knowledge. Open space design is introduced. The technical-scientific principles of Technical Physics are introduced. The English exam placed at the halfway point allows students to extend their references to the international geographical context. The third year leads to the completion of the acquisition of design methods and tools for product and communication design through a design laboratory in which students design integrated systems of products

and services by referring to the needs and trend scenarios of the market and contemporary society. The skills acquired on planning and the history of Architecture and Design are further strengthened through the Living Space Design Laboratory. The student acquires specific and professional knowledge related to the restoration and economic evaluation of the product, and has the possibility to choose between differentiated and specific project areas through the educational offer of elective courses. The path ends with a final test which consists of a design experience that simulates professional work so that the student acquires knowledge related to the executive design of products, communication systems and interior fittings. The internship at companies selected in relation to the student's profile and the preparation of a project project, under the guidance of a tutor, will complete the training course.

## **6. Professional profiles and possible career and employment opportunities for graduates**

The training dimension gives the graduate experiences capable of encouraging his/her job placement in the productive sectors characteristic of Design and Communication. The qualification provides the following professional opportunities: Designer - LANDesigner - Media strategy designer - Mobility designer - Interior designer - Store designer - Pharmafood designer - Product designer - Brand designer - Exhibit designer - Urban Landscape/Spatial designer - Car designer - Designer for Cultural Heritage – Ecodesigner, Material Designer. Graduates in Design and Communication can continue their studies at the same Department which offers for this purpose two different Master's Degree Courses: LM- 12 Master's Degree in "Design and Innovation structured in three curricula: Product, Communication, Fashion", LM- 4 Master's Degree in Planet Life Design - Inter-university degree course with the University of Perugia and headquarters in Assisi.

The course prepares for the professions of (ISTAT coding): Graphic Designers - (3.4.4.1.1) Stage Designers - (3.4.4.1.2).

## **7. Expected Learning Outcomes**

### **KNOWLEDGE AND UNDERSTANDING:**

The Bachelor's degree in "Design and Communication" aims to transfer cultural and critical tools to students in order to make them aware of the following topics: the evolution of product design trends, communication devices, contemporary lifestyles; traditional and innovative production processes; the functional aspects of industrial products; the perceptive and formal aspects linked to the design of material and immaterial artefacts which converge in the definition of ecodesign.

### **APPLIED KNOWLEDGE AND UNDERSTANDING:**

The Bachelor's degree in "Design and communication" aims to allow students to acquire the knowledge necessary to design industrial and communicative products, both tangible and intangible, from the analysis of market and user needs to the development of the incipit/concept, to the selection of materials and production processes, to the definition of environmental and social requirements throughout the entire life cycle, to the design and creation of digital and/or analogue models. The Bachelor's degree in Design and Communication intends to train designers capable of designing sustainable processes, products and services in numerous fields of application such as to respond to the needs of the Campania production area and of the national and international labor market. The Bachelor's degree aims to transfer to students cultural and critical tools that can make them aware of the

evolution of design trends of products and communicative devices in relation to contemporary lifestyles, of traditional and innovative production processes, of the functional aspects of artisanal products and industrial, of the perceptive and formal characteristics linked to the design of material and immaterial artefacts. In particular, during the three-year training period the Bachelor's degree implements and verifies an innovative teaching format based on connotative focuses of the entire design process and its communication, around which the specific teachings of the current year are grouped. In particular in the 1st year: Basic design, Communication design, Sustainable design; in the 2nd year: Digital design, Product Ecodesign, Interior design, Visual Design; in the 3rd year: Conscious design, Product Service System Ecodesign PPSE. In The Bachelor's degree, students acquire the knowledge necessary to design artefacts, graphic products and analogue and digital visual communication, tools for the organization and communication of events for the staging, even temporary, of internal and external spaces, using teaching methods innovative courses aimed at training versatile and ductile professionals, capable of dealing with the complexities of contemporary design in its specific interdisciplinary aspects. The teachings will be delivered in Italian.

#### MAKING JUDGMENTS:

The Course intends to transfer to students the critical autonomy and judgment skills necessary to develop innovative projects suited to the complexity of contemporary society and the local/global market. The CdS trains designers capable of investigating emerging scenarios, to identify latent needs and conform responses in terms of products, material and/or immaterial services, spaces.

#### COMMUNICATION SKILLS:

The Course provides educational content specifically aimed at giving students communication and relational skills that allow them to interact with the various technical and humanistic professional figures involved in the design process such as engineers, agronomists, computer scientists, physicists, sociologists, psychologists, doctors, biologists, economists.

### **8. Orientation Committee**

The Bachelor's degree board ensures a periodic review of the needs and potential for development of one's training objectives and professional and employment profiles. To this end, the CdS systematically consults the main interested parties (teachers, students, scientific and professional organizations, representatives of the production sector) both directly and through sector studies and provides a Steering Committee, made up of academic representatives, representatives of the world of institutions, as well as business associations in the FASHION and DESIGN sector, which delves into and provides useful elements to evaluate the actual employment potential of graduates and to make any corrections. Through continuous consultation between the parties, the objectives of increasing dialogue with businesses are proposed, of strengthening digital skills in response to the needs of the entrepreneurial fabric of the territory, of updating outgoing training profiles in line with new needs of the territory and companies, to strengthen the internship as a concrete opportunity to enter the world of work, as well as to enrich the dialogue between transversal disciplines to promote new connections and joint research, also with a view to research and development on the subject of sustainability.

## 9. Admission procedure and requisites

The Bachelor's degree has a local limited number, for the 2023-2024 academic year equal to 184 (one hundred and eighty four) total places, distributed as follows: \_\_180 (one hundred and eighty) places intended for Italian citizens, EU citizens and non-EU citizens resident in Italy, referred to in the art. 26 of Law 189/2002; \_\_4 (four) places reserved for non-EU citizens residing abroad. Access will take place through selection activities in person or with remote systems. Students admitted to the Degree Course are involved in the first weeks of starting teaching in an evaluation seminar and tutoring courses are then activated, dedicated to making up for any gaps that have emerged.

## 10. Course Types

The teaching organization is configured as follows:

\_Single-disciplinary courses: Mainly of a historical-critical and scientific nature aimed at acquiring critical skills and basic knowledge.

\_Workshops: Teachings that integrate theoretical knowledge with practical/operational applications and which, through experiential teaching methods, transfer to students design methods and processes for the development of artefacts and their communication.

\_Seminars: The training course, in addition to providing the teaching of the previously described courses, involves the participation of students in scientific-cultural 'Events', meetings and lessons with teachers, professionals, national and international experts consisting in the discussion of current issues disciplinary according to a program shared and advertised on the Department's website (for example, the 'Stories of Architecture and Design' cycle of events).

\_Exhibitions: Students are invited to participate in educational exhibitions in which they present the final product of the courses they have completed, through drawings, models, executive projects, prototypes, models, projections. Students are also invited to participate in the Exhibition of graduate students' works on the occasion of their Final Exam.

## 11. ECTS Credits

The unit of measurement of the work required of the Student to complete each training activity prescribed by the Educational Regulations to obtain the qualification is the University Educational Credit (ECTS). The Course of Study includes 180 ECTS in total, divided into three years of course, of which at least 8 to be acquired in training activities aimed at developing specific professional skills (Curricular Internships).

Each ECTS corresponds to 25 hours of overall student commitment divided into: Lectures; Laboratory activities; Seminars; Activities spent by the student in other training activities foreseen by the teaching regulations; Self-study required to complete your education. In particular, for independent study no less than 12.5 hours are foreseen for each ECTS and no less than 10 hours for each ECTS for training activities with a high experimental and/or practical content (art. 10, c. 4 of the RAD).

## 12. List of Courses per subject area and relative ECTS

The Bachelor's degree is divided into the courses listed in ANNEX 1 (Manifesto degli studi), which indicates the relevant SSD and CFU for each course.

### **13. Optional Courses and relative ECTS**

The courses chosen by the student can be identified within or outside the educational offer of the Study Course and are defined annually and reported in the Study Manifesto. Any elective courses indicated by students outside the course offering of the Course must be approved in advance by the Course Council (CCdS). If carried out at other universities or equivalent teaching facilities, they must also report the grade obtained, expressed in thirtieths, in addition to the number of credits. If the latter is not expressed in thirtieths, the Course Council will determine and propose its equivalence to the Department Council.

### **14. Compulsory attendance and possible prerequisites**

The Bachelor's degree requires attendance of 70% for all courses.

However, special concessions are provided for students with specific needs (for example working students, disabled students, even temporary difficult situations, etc.) to whom, upon request to be submitted to the Student Secretariat accompanied by documented certification of the aforementioned needs, the Bachelor's degree will be able to recognize a reduction in the hours of attendance at courses up to a maximum percentage of 70%. Any concession to reduce the hours of attendance at courses has a limited duration and is defined on the basis of the documentation presented. The duration of the reduction in course attendance cannot, however, extend beyond the academic year for which the request is submitted. Should specific needs persist, the student has the right to submit a new request to reduce the hours of attendance. For the remaining part of the classroom commitment on the total amount of credits, the Bachelor's degree assigns attendance obligations. Compliance with attendance obligations is ascertained by the teacher by collecting attendance signatures.

The Study Manifesto defines the preparatory aspects between the different courses and the related exams.

### **15. Organization of the Courses**

The teaching activity is organized in two periods (from the end of September to the end of January and from the end of February to the end of May); for each year. The detailed calendar of teaching activities is published annually on the Department website. The following exam sessions are scheduled: early summer session (January - April); summer session (May - July); autumn session (September - December). Students who withdraw before the grade is assigned or who refuse the grade assigned by the Commission are allowed to repeat the exam also in the next session. Students who do not pass the exam are allowed to repeat it only in the next exam session.

### **16. Profit verification method**

The final exam is required for each course. It must take into account the results achieved in any verification tests taken during the course (ongoing tests). Verification of the achievement of the expected learning outcomes for each training activity takes place through exam tests which can be written, oral or mixed, possibly preceded by ongoing tests. For application disciplines, verification also takes place through discussion on the contents of the numerical and design exercises. The achievement checks conclude with the assignment of a grade, expressed out of thirty, or of a suitability. For activities that include laboratory experiences, the verification may also include a practical test. The profit evaluation commissions are established in accordance

with current legislation and the University Teaching Regulations. The exam calendar will be prepared by the Department's Teaching Secretariat on the basis of the indications provided by the Department's Teaching Coordination. The ongoing verification tests are included in the timetable of the training activities; their methods are established by the teacher and communicated to the students at the beginning of the course. At the end of each quarter, the student is evaluated on the basis of the exam. In case of a negative evaluation, the student will have access to further exams in the subsequent scheduled sessions. The exam and/or tests carried out in progress may consist of:

- \_verification using questionnaires/numerical exercises;
- \_written paper;
- \_graphic work;
- \_analog and/or digital three-dimensional work (models, prototypes, products, etc.);
- \_report on the activities carried out in the laboratory;
- \_scheduled interviews;
- \_automatic checks in IT procedure.

Passing the exam determines the acquisition of the corresponding CFU.

The program containing the teaching methodologies adopted and the preparation assessment methods can be consulted on the Department website on the page of the teacher in charge of the course.

### **17. Procedure for verifying credits acquired and supplementary exam tests to be taken on individual courses if the cultural and professional contents are obsolete**

For students who do not obtain the final qualification in a time at least equal to double the legal duration of the Bachelor's degree, the Bachelor's degree carries out a verification of the credits acquired, in order to evaluate the possible obsolescence of the knowledge contents. In the subjects for which such obsolescence is found, The Bachelor's degree board proceeds to assign educational debits by requesting, where necessary, specific supplementary exam tests for the purposes of recognizing the corresponding credits. Students affected by the audit must be informed at least six months in advance.

### **18. Method of verifying knowledge of the English language**

In reference to the teaching of "Speciality English", a final profit test is required, the passing of which is validated through the assignment of a suitability. The student who presents a suitable C1 level certification of English language in relation to the four skills (reading-writing-speaking-listening), achieved within no more than three years from the date of submission of the application to the Student Secretariat, will be recognized with training credits. acquired on a single English language exam, up to a maximum of 6 credits. It should be noted that suitable certification means that issued by institutions (bodies, schools, institutes, etc.) officially recognized for this purpose. The compliance of the certification produced by the student with the above provisions will be assessed by the Bachelor's degree board making use, if deemed necessary, of the skills of the English language teachers.

### **19. Internships and procedures for checking the relative results**

With the aim of promoting interaction between the university training process and the practical-operational learning process carried out in a work context, the training activities

include curricular and extracurricular internships. The curricular internship, intended for students who have not yet graduated, is a compulsory course of the Bachelor's degree study plan in "Design and Communication", which must be taken to obtain, upon achieving the educational objectives, the relevant suitability and the attribution of ECTS. The year/quarter in which students are called to carry out the curricular internship and the related ECTS are indicated in ANNEX 1 (Study Manifesto). The curricular internship can be carried out, in Italy or abroad, only in qualified companies, companies, private practices, public bodies, etc., called host entities, with which an agreement has already been signed with the University which must be approved by the Council of the Department of Architecture and Industrial Design, or a new internship agreement can be activated, upon presentation by the host entity of the Agreement form (signed by the promoter and the host entity), the Company Information Sheet form (signed by the host entity) and a detailed description of the activities carried out in the last five years (signed by the host entity), validated by the Department's internship commission, subsequently approved by the Department Council and then transferred to the University. The educational-organizational suitability of the host subjects is preliminarily assessed by the contact person for the Industrial Design Job Placement activities of the Department and subsequently submitted for approval by the relevant bodies. Each student who intends to undertake a curricular internship must submit the 'Training Project' form, according to the forms prepared by the Department and available on the DADI website. The curricular internship cannot last longer than 12 months (this maximum duration is extended to 24 months in the case of students with disabilities). Following the curricular internship, the intern prepares the extended end-of-internship report containing a detailed description of the activities carried out and submits it to the attention of the company tutor and the university tutor for the relevant verification. The university tutor will evaluate the activity carried out with a summary judgment and will then proceed to sign the report certifying suitability following the conclusion of the curricular internship activity for the purposes of attributing the relevant ECTS (sent to the Student Secretariat). At the end of the curricular internship it is necessary to fill in the curricular internship diary, to be delivered to the relevant bodies. The extra-curricular internship (also called "internship") is aimed at individuals who have already obtained a degree and can be carried out in companies, companies, private studios, public bodies, etc. (called host entities). The activation of an extra-curricular internship requires completing the Agreement form (signed by the promoter and the host) and the Company Information Sheet form (signed by the host). Graduates who intend to undertake an extra-curricular internship (or "internship") must submit the Training Project form, according to the forms prepared by the University and available on the University website. The duration of the extra-curricular internship cannot exceed 12 months (including extensions). At the end of the extra-curricular internship it is necessary to fill in the extra-curricular internship diary, to be delivered to the relevant bodies. The types of internships that students can choose from are:

Type 1: Internship in companies

Other types: Intra-moenia internships.

Intra-moenia Internships are characterized by activities carried out by students within agreements signed by Department teachers or at Department laboratories. Students who choose this type communicate to the Internship Office the name of the Department Laboratory or departmental agreement within which they wish to carry out the internship activity, indicating the contact person for the agreement or laboratory selected as the university tutor.



## **20. Method of verifying the results of study periods abroad and related ECTS**

In the case of study periods at foreign universities identified on the basis of specific international agreements promoted by the University, at the end of the mobility period the student can request validation of the exams taken abroad according to a program previously agreed with the International Mobility Coordinator of the Department, for a total not exceeding 30 ECTS per semester, in the event that the credit system is easily attributable to the ECTS system, or alternatively to the equivalent number of teaching hours envisaged in the Bachelor's degree Study Manifesto. During the mobility period abroad it is not possible to take any exams foreseen in the Study Manifesto of the Degree Course of origin. The exams for which validation can be requested are exclusively those indicated in the approved learning agreement. The exams taken abroad will be certified through appropriate certification from the host University (Transcript of Records) and will correspond to those indicated in the learning agreement. The validation request will be accompanied by flexibility forms signed by the Course teacher, holder of the course for which validation is requested and certifying the affinity of the contents of the teaching programme. The validation is decided by the Board of Directors and transmitted to the Teaching Secretariat of the Department. Foreign students who attend one or two semesters at the Department of Architecture and Industrial Design can include in their study program any course foreseen in the Manifesto of Studies of the Bachelor Degree Program in "Design and Communication", compatibly with the regulations of the University of origin.

## **21. Obsolescence of ECTS and forfeiture of student status**

As required by the art. 30 of the University Teaching Regulations, the student who has not passed any exam for eight consecutive academic years loses the status of university student of the University of Campania "Luigi Vanvitelli".

## **22. Rules and methods of presentation of study plans**

The courses independently chosen by the student, provided they are consistent with the training project pursuant to art. 10, paragraph 5, letter a) of the Ministerial Decree. 270/04 and approved by the Bachelor's degree board, can be chosen from among the courses offered at the University of Campania "Luigi Vanvitelli" and/or other universities. The student will be able to indicate the courses chosen independently when submitting the Study Plan, indicating at least one alternative option. In order to ensure a balanced teacher/student ratio, the assignment of the elective course will be conditional on reaching a maximum number of students for each course which cannot exceed 75. If this threshold is exceeded, the student the course identified as an alternative option will be assigned. The methods for submitting Study Plans are indicated annually by the Department on the basis of the teaching program for each Bachelor's degree and made known on the Bachelor's degree web pages. The Study Plans are approved by the Bachelor's degree board on the basis of their congruence with the teaching system and with the educational objectives of the Bachelor's degree, taking into account the maximum number of students eligible for each course, and transmitted to the Teaching Secretariat of the Department.

### **23. Characteristics of the final test for obtaining the qualification and related ECTS**

The final test is aimed at ascertaining the matured critical capacity of the graduating student, the communication skills acquired, the achievement of the knowledge required by the training course and the ability to apply this knowledge in innovative projects and research in the sectors of Design and Communication, to manage skills specialized and complex. These skills must be demonstrated through the presentation, discussion and illustration of a thesis elaborated in an original way by the student, relating to a design or critical path, conducted on a specialized topic defined and developed under the guidance of a tutor. You are admitted to the final test to obtain the qualification after having acquired all the training credits for the remaining training activities of the Study Plan for at least 20 days before the final test session. The Director of the Department is authorised, upon individual adequately motivated requests from students, to grant specific exceptions to this deadline. Furthermore, the student must have fulfilled the relevant administrative obligations. The choice of the Teacher/Tutor for the preparation of the final exam takes place through a request to be made to the Teaching Secretariat of the Department within the deadlines established by the same. The Course Council, having consulted the Department Teaching Coordination, can set a maximum annual number of degree theses for each teacher. The topic of the degree thesis, which must be consistent with the educational objectives of the Course of Study, is chosen by the student in agreement with the teacher. The topic of the essay can be related either to the internship carried out by the student, or to a project activity, or to a methodological, bibliographic, numerical and experimental study activity. The number of ECTS recognized at the final exam is established in the Study Manifesto (ALL. 1). The procedures for carrying out the final exam are explained through the presentation by the students of an 800mmx800mm table, a vertical A4 format book of 20 to 50 pages and a video relating to the thesis work. It is also possible to present a study model, if necessary for a better description of the project. The discussion and proclamation are public with delivery of the certificate of achievement of the final test. The final evaluation takes into account both the student's entire career and the evaluation of the final exam. It will be based on the weighted average of the marks obtained in the exams with a possible variation defined by the Graduation Commission, in a range from 0 to 7 points. The following judgment criteria contribute to the evaluation of the latter:

- \_mastery of issues relating to Design and Communication;
- \_acquisition of knowledge relating to Design and Communication;
- \_ability to apply the theoretical knowledge acquired to the final test project;
- \_acquisition of independent judgment and critical ability in relation to the different aspects and sectors of the project culture;
- \_possession of adequate skills aimed at communicating the specific contents of Design culture, both through written and spoken language, and through the expressive techniques of representation, image processing and communication specific to the sector.

The vote is expressed in one hundred and tenths. Honors may be awarded as particular appreciation for the work presented and/or for the candidate's brilliant career. Honors are requested by the thesis supervisor and assigned by the Commission unanimously. The career mention is awarded to current candidates with an average of exams taken greater than or equal to 105/110. The Commissions are made up of at least three teachers for three-year degrees and are made up of a majority of professors and researchers from the University. Substitute professors, contract professors and external experts can also participate in the Commissions,

provided they are supervisors or co-supervisors of degree theses. The President of the Commission, in the absence of the Director of the Department of Architecture and Industrial Design, is the President of the Bachelor's degree. It is his responsibility to guarantee the full regularity of the test and the adherence of the final evaluations to the general criteria established by the bodies responsible for the Study Course. The President designates the Secretary responsible for taking the minutes from among the members of the Commission. The graduation session calendar is prepared annually by the Department's Teaching Secretariat based on the indications provided by the Department's Teaching Coordination.

#### **24. Slow or part-time path (slow graduation)**

The Bachelor's degree provides for a slow degree path (Slow Degree or part-time study regime) for those enrolled or enrolled in years subsequent to the first, or coming from another University, as regulated by DR 893/2015 and by art. 32 of the University Teaching Regulations. The educational organization of the part-time study regime is defined, as governed by art. 3 of DR 893/2015, by the Department to which the Bachelor's degree belongs, which receives requests from the Student Secretariat. Regarding the reduction of university contributions to be paid, reference is made to the provisions of DR 893/2015.

#### **25. Procedures and criteria for possible transfers and for the recognition of ECTS credits acquired in other degree courses**

In cases of transfer from other study courses, the requesting student is required to submit a specific request to the Student Secretariat, which is sent to the Teaching Secretariat of the Department which sends it to the President of the Bachelor's degree. The Bachelor's degree board proceeds with the validation of any exams already taken, the enrollment of the student in a specific year of the Study Course and the attribution of any educational debts. The Bachelor's degree boards decide on the recognition of credits in the career of students coming from the same degree class or from different degree classes, in compliance with the University Teaching Regulations and based on the scientific disciplinary sectors (SSD) and the related credits indicated in the Teaching Order of the Course of Studies. In particular, for each training activity for which recognition is required, its consistency with the training objectives of the Course of Studies and the amount of hours needed to acquire the related credits will be taken into account. In particular, any recognition of ECTS occurs according to the following criteria:

- a) if the student comes from a course of study of the University of Campania "Luigi Vanvitelli" or of another University belonging to the same class, without prejudice to what is indicated for study courses of the same class declared similar, the amount of relevant ECTS in the same disciplinary scientific sector provided for in ANNEX 1 directly recognized to the student is equal to at least 50%;
- b) if the student comes from a course of study at the University of Campania "Luigi Vanvitelli" or another university belonging to a different class, the recognition is carried out by a specific Bachelor's degree board in relation to ANNEX 1 and taking into account of the programs carried out in the activities for which recognition is requested;
- c) if the student comes from a course of study of the University of Campania "Luigi Vanvitelli" of the same class declared similar in the teaching regulations, the recognition of the ECTS common to the two courses occurs automatically. The grade already achieved is attributed to the credits recognized as indicated in the previous paragraphs. The resolutions of the

Bachelor's degree board are transmitted to the Teaching Secretariat of the Department which will send them to the Student Secretariat.

## **26. Procedures and criteria for the recognition of credits acquired by the student for adequately certified professional skills and abilities and/or knowledge and skills acquired in post-secondary level training activities**

For each training activity for which recognition is required, the Bachelor's degree board evaluates the consistency with the training objectives of the Bachelor's degree and the amount of hours required to acquire the related credits. The recognition of credits in the students' career is approved by the Bachelor's degree board, taking into account the University Teaching Regulations, the scientific disciplinary sectors (SSD) and the respective credits reported in the Teaching Regulations of the Course of Studies and transmitted to the Teaching Secretariat of the Department. The recognition of professional knowledge and skills acquired through training activities carried out in extra-university fields is not foreseen, except for those included in training projects whose planning was supported by the University of Campania "Luigi Vanvitelli" with the favorable opinion of the Bachelor's degree board. It is possible to recognize as a curricular internship, upon presentation of a specific request to the Student Secretariat, a period of recognized valid work activity, for which one full-time month is considered to correspond, as a rule, to 125 hours of commitment on the part of the student. It is specified that the recognizable activities refer to the professional activities inherent to the profiles referred to in the art. 6 of the Bachelor's degree Regulations.

## **27. Methods to guarantee the necessary teaching requirements**

The teaching requirements required by law, pursuant to Ministerial Decree no. 47 of 30 January 2013 and subsequent amendments, will be verified annually by the Bachelor's degree board before completing the relevant SUA\_CdS form for the purposes of compliance with the legislative and regulatory provisions in force.

## **28. Entrance orientation**

The Department of Architecture and Industrial Design, through the Memorandum of Understanding signed in 2016 with the Regional School Office for Campania, promotes numerous initiatives, intra moenia and extra moenia, of orientation, school-work alternation, as well as planning, creation and testing of educational paths and training courses. The objectives of the orientation activity are: organic, planned and verifiable collaboration with schools and their teachers; participatory projects with a multi-year perspective; involvement of companies and/or their representative associations and other stakeholders external to the universities, ensuring disciplinary coherence from the initial educational phase to the final production phase. The orientation actions, defined intra moenia, include:

- 1) Daily activities with the participation of school students in university lessons;
- 2) Weekly activities with the participation of school students in seminars, book presentations, meetings scheduled in the "Stories of Architecture and Design" exhibition;

Orientation actions, defined as extra moenia, include:

- 1) Participation in Orientation Events which generally take place in the months between September and October of a regional or extra-regional nature (e.g. Student Fair organized by the magazine Ateneapoli and Orientasud);
- 2) Presentation of the Department's training offer in the schools of Campania;
- 3) Presentation of the Department's training offer at the annual V:ORIENTA event (April) organized by the University;
- 4) PCTO routes. The Department of Architecture and Industrial Design annually identifies an Orientation Delegate. The Bachelor's degree board annually identifies its own Contact Person who will act in concert with the Department Delegate.

### **29. Ongoing orientation and tutoring**

Ongoing orientation activities are planned, aimed at assisting students during the entire training course in relation to all issues relating to teaching, including the compilation of study plans. The ongoing orientation of the students of the Bachelor's degree "Design and Communication" also takes place through the participation of the students in the "Welcome Matricola" type event. The Bachelor's degree board decides annually, based on the number of students enrolled, a list of Bachelor's degree teachers who are assigned the role of teaching tutors. Each tutor will be assigned a maximum number of students to follow during the entire training course. With the aim of guaranteeing adequate support and guidance to students with disabilities in successfully carrying out their training course, the Department annually identifies a contact person for the accessibility of students with disabilities. Contact person and services offered are indicated on the "Disability and DSA" Department web page.

### **30. Modalità di attuazione dei principi di pubblicità e trasparenza**

The Bachelor's degree publishes all the information useful for understanding the educational offer (educational objectives, admission requirements, study manifesto, etc.), for carrying out teaching (lesson timetables, exam and graduation calendars, internships, etc.) and on the quality of teaching of the Bachelor's degree on the pages of the Department website dedicated to the Bachelor's degree. The programs of all the courses included in the training course and the teachers' office hours are also published on the same site by individual teachers.

### **31. Assistance for carrying out training periods abroad**

The University promotes specific actions aimed at improving the level of internationalization of training courses, also through the structured inclusion, in bachelor's and master's degree courses, of study periods abroad, on the basis of conventional exchange relationships with universities where there is a credit system easily attributable to the ECTS system. The Department and the Degree Courses relating to it promote international mobility programs with foreign universities, on the basis of specific exchange agreements. The individual programs usually involve students staying abroad for one or two academic quarters. The notice of participation in mobility programmes, indicating the participation requirements and selection criteria, is published annually by the University. On the basis of the criteria established in the Notice, a merit ranking of the applications for participation is formulated, in relation to the exchange agreements on specific Study Courses. The selected students benefit from a scholarship for the period spent abroad, the amount of which is set annually. Prior to the mobility period, the student agrees with the International Mobility Coordinator of the

Department and with the teachers of the Course of Study the study program (learning agreement) that he will carry out at the foreign university. This program is approved by the International Mobility Coordinator of the Department and by the Coordinator of the host University. In the case of international mobility for double qualifications, the provisions of the individual implementation agreements between universities will prevail.

### **32. Research activities to support training activities**

Each teacher pertaining to the Bachelor's degree carries out his research activity in the disciplinary scientific sector of his own and, possibly, also on topics more specifically qualified as relating to similar sectors. These research activities, in the ways and with the depth deemed most suitable by the teacher himself and in conjunction with the Bachelor's degree board, can also be transferred to training activities. Furthermore, training activities will benefit from the support offered by the laboratories set up at the Department of Architecture and Industrial Design, subject to agreement with the managers of each laboratory.

### **33. Job Placement**

The Bachelor's degree makes use of the activities aimed at encouraging and supporting the work guidance of students and graduates implemented by the Department of Architecture and Industrial Design (DADI), in coordination with the relevant University bodies and offices. These activities include: \_curricular internships; \_extra-curricular internships; \_meeting days with companies and societies. The internship activities, both curricular and extra-curricular, have the aim of promoting interaction between the university training process and the practical-operational learning process carried out in a working context in order to facilitate professional choices through direct knowledge of the world of work, develop specific and transversal technical/professional skills, create job placement opportunities through training periods that also allow the usability of the knowledge acquired during studies to be verified in the field, enrich the curriculum vitae and expand contacts with the business world. The days of meetings with companies and companies allow students, undergraduates and graduates to get to know the mission, characteristics and professionalism of the hosted institutions first-hand, as well as to submit their CV/portfolio and carry out cognitive interviews with the managers of the human resources at DADI. The meetings also allow us to activate forms of dialogue with companies and societies in the sectors of interest to DADI, encourage scouting processes aimed at collecting CVs/portfolios consistent with specific requests for professional figures and stimulate discussion on training paths among teachers /DADI researchers and the world of work. The Department has identified a Delegate for Job Placement activities specifically for Industrial Design.

### **34. Evaluation of the quality of teaching**

The Bachelor's degree implements periodic evaluations of the quality of teaching activities in accordance with current legislative and regulatory provisions, in order to prepare, plan and verify any corrective activities. Periodic assessments concern in particular:

- the organizational efficiency of the Bachelor's degree and its teaching structures;
- the quality and quantity of services made available to students;
- ease of access to information relating to every area of teaching activity;

- the effectiveness and efficiency of the analytically considered teaching activities, including those aimed at evaluating the level of student learning;
- respect by the Professors of the decisions of the Bachelor's degree board;
- the teaching performance of the teachers in the judgment of the students;
- the quality of teaching with particular regard to the use of informative and audiovisual teaching aids;
- the organization of tutorial assistance to students;
- the average academic performance of the students, determined on the basis of the regularity of the curriculum and the results achieved in their academic career.

To carry out these assessments, the Bachelor's degree makes use of any University initiatives, and can activate its own,

establishing and applying the most suitable tools to carry out the evaluation of the parameters listed above and capable of governing the training processes to guarantee continuous improvement, as required by the Quality Assurance models.

The results of the Bachelor's degree evaluation activities are made public on the University website, in the section

Quality assurance of teaching.

### **35. Remittal**

For anything not expressly indicated in these Teaching Regulations, please refer to the University Teaching Regulations.