Memo

To: Architectural Design Teams
From: Judges
Subject: Competition Reminders
Date: April 1, 2023

To help each team be successful in this competition, we ask students to please carefully review the reminders below and the criteria on the 2023 & 2024 Official Rating Form for Architectural Design, listed on pages 59-62 of the TSA Competitive Events Guide. Judges use this rating form to evaluate each entry.

Please also be aware of the required submission materials in your Documentation Portfolio, listed on Page 56 of the TSA Competitive Events Guide.
- Title page; (do not include student/school names here, use your ID numbers)
- Table of Contents
- Description of interpretation of design challenge and explanation of style and merits of the design; (explain your concept - what informed your design choices?)
- List and description of each of the construction systems; (how is your building built?)
- Public health statement; (does your design account for current public health needs?)
- Schedule of finish materials; (this is a list of interior materials: paint, tile, carpet…)
- Student created drawings;
- Plan of work log; (do not include student/school names here, use your ID numbers)
- Mentorship Verification form; (do not include student/school names here, use your ID numbers)
- 3D modeling/rendering drawing of final design;
- List of resources;
- Photos of finished model.

Documentation Portfolios missing any of the above will result in point deductions in the rubric. Please double check that you have included every element prior to submission.

Additional things to remember that have been overlooked in previous years:
- **Consider all aspects of the design prompt to develop a cohesive, thoughtful design concept.** Utilize all of your research (construction systems, public health statement, materials, etc.) to inform the design. What led you to your final design? We encourage you to entertain multiple ideas before landing on one.
- **Include research on real projects of similar size and program.** These will give you a better understanding of how those spaces work in the real world.
- **Have fun with the design and show us your process!!** Scans/photographs of sketches or brainstorming sessions are a great way to show the judges your thought process without creating more work for yourself.
  Thoughtful research + creativity + thorough documentation = great design.
- **Please DO NOT include any student names or school names anywhere in the project documentation or model.** Even the work log should only include your conference ID numbers. Ask your advisor if you are unsure about your numbers.

Good luck and thank you!