

RULES FOR PORTFOLIO DRAFTING FOR ADMISSION TO THE MASTER DEGREE PROGRAMMES (a.y. 2019-2020) IN:

Architecture Construction City

Architecture for Sustainable Design

Architecture for Heritage Preservation and Enhancement

General Information

Portfolios in electronic format illustrate examples of projects created by applicants during their educational path and work experience. This document presents the objectives and different approaches of the educational path completed by each applicant in line with the expected learning outcomes and skills of the Master's degree programme. Applicants submit a Portfolio which describes their interests and practical skills. The quality and the clarity of the presentation are particularly important, since they demonstrate applicants' capacity in project design and their ability to disseminate the results of their work.

Portfolios must be drafted by each applicant individually.

Languages

The official languages for the Portfolio are Italian and English.

General objectives

The Portfolio has the following objectives:

- outlining applicants' prior knowledge and verifying existing relations among their abilities;
- proving applicants' ability in critical thinking and capacity to be concise;
- communicating applicants' potential, attitude and interests related to the Master's degree programme they are applying for (cfr. "Specific Evaluation Criteria");
- demonstrating applicants' ability to use scientific-technical language in a proper and appropriate way.

General contents and structure

The Portfolio is divided in two main parts with an introductory summary.

It consists of:

- a brief Curriculum Studiorum – in European format (Europass) – where prospective students describe the skills they gained during their Bachelor's degree programme, including non-academic experiences which may be significant for training purposes (participation in architecture contests, jobs, study tours, Erasmus+, workshops, etc.);
- a maximum of five educational outcomes selected from among the most important training experiences of the applicants

Portfolio's minimum contents

The Portfolio must include:

- a front page with the applicant's name, home university and contacts;
- the following educational outcomes:
 - at least two projects developed in studio/planning courses, including projects developed during international exchange programmes (if any);

- at least one standard course included in the programme curriculum, including courses attended during an international exchange program (if any);
- at least one activity included in the free choice credits of the applicant's educational path, or a significant extra-curricular or working activity.

Project documents

Projects must include the following documentation:

- drawings and conceptual frameworks which show the early development of the project ideas, the approaches and the methods used by the applicant;
- final drawings of the original project which clearly show previous drafts and solutions adopted for the project;
- a written explanation of the criteria and solutions, including references, ideas and objectives of the project.

Information required for the project

The minimum information for each project and educational experience must include:

- project name and location;
- type of work (academic or professional);
- information on the working group (the applicant's individual contribution must be clearly shown);
- information on the year (I, II, III) and semester (I, II) when the project was carried out during the applicant's Bachelor's degree programme
- academic year when the project was actually implemented.

Please note: applicants should focus on the quality of the projects and materials they are including in their Portfolios rather than the quantity (number of projects). Projects will be evaluated digitally and they should be easily readable without screen scrolling and zooming.

General format information

We recommend to follow these layout instructions:

- A3 horizontal format;
- maximum length of the Curriculum Studiorum: 3,500 characters without spaces;
- total length of Portfolio texts: 10,000 characters without spaces;
- image quality: minimum 200dpi;
- the overall project cannot be shorter than 10 pages nor longer than 15 pages;
- file size (CV+ Portfolio): maximum 20 Mb.