

ATD361 -- FLATS & TECHNICAL PACKAGES

Instructor: Katie Montgomery	e-mail: K.Montgomery@PFI.edu
	Term: 2021-2022 Winter
	Total class hours: 36
Office hours: Thursdays 6-7pm (Virtual)	Class times: Mondays 6-9pm (Virtual)
Office hour dates: Jan 6 th – Mar 17 th	Class dates: Jan 3 rd – Mar 21 st

Course Description: Skill development in creating technical flats, technical packages, specs and CAD drawings.

Course Objectives:

Students will create and understand use of components included in industry standard technical specification documents also known as tech packs, including:

- Two-dimensional drawings (called "flats", line drawings or tech sketches).
- Enlarged drawings (called "call-outs" or "detail sketches") to show construction details.
- Specification charts (called "specs") using basic Excel software to document measurements.
- How to measure garments, communicating exact measurement methods, ensuring accurate and consistent fit.
- Graphic schematics including placement on garment, scale and color placement with the graphic.
- Documentation of provided patterns and fit references within the tech pack.
- Colored line drawings (called "CADs, Color ups or Line Art") which visually show all color placements for each colorway of a style including placement of graphics on the garment.
- Bill of Materials (BOM) including material and trim description, use, placement, quantity, price, and color.

Course Competencies:

At the end of the course, a student will know how to:

- Understand the use and life cycle of a tech pack.
- Demonstrate effective use of Adobe Illustrator tools to devise a systematic approach to creating vector images.
- Render technical drawings that accurately communicate design intent with minimal written content.
- Create call outs to show proper construction details incorporating ISO (International Standards Organization) stitch codes.
- Communicate measurement methods for different silhouette and garment types.
- Accurately take and document measurements on a variety of garment types.

Prerequisites: Adobe (AD261)

Class format: Class time is divided between lecture and supervised workshop time.

Optional text: *The Spec Manual*, Bryant, Michele Wesen and Diane DeMers; 2nd edition, 2005 ISBN-13: 978-1563673733

Supplies:

Mac/PC loaded with Adobe Illustrator
Microsoft Excel
Mouse
Sketchbook for note taking and drawing
Tape Measure and Ruler (Metric preferred)
USB Device (2GB recommended)

Standards of conduct: Complete and on-time attendance is mandatory.

- **No student can miss three or more classes and expect to pass this class.**
- Attendance is at the beginning of each class period. If you are late, you will lose half the attendance points for the day. If you arrive late, it is your responsibility to make sure you have been counted present. If you arrive more than 15 minutes after the beginning of a part of the class period, you will be counted absent for that part of the period.
- If you are absent, you lose the attendance points for that day. If you know ahead of time that you will not be in class, make arrangement with the instructor the night *before* class (by 10 p.m. and by telephone).
- It is the student's responsibility to keep track of assignments and turn them in on time should the students miss the class or arrive late.
- Professionalism means: Turn off your cell phone. Attend the full class. Focus and follow-through during classroom work. Have respect and work well with classmates. Use the same behavior in the classroom as you would on the job in the apparel industry.
- Late work will result in a one letter grade deduction.

Labeling Policy: All student work must be turned in with the following information: Name, Course Name/Number, Instructor, Term/Date, Project/Assignment, Contact Info (phone or e-mail). Work may not be accepted for full credit without the required information. PFI cannot guarantee the return of student work that is not labeled with the required information.

Incomplete: A student who, due to medical or other exceptional causes, cannot complete the required class work must document his/her situation and submit a written request for an incomplete grade to be entered. The instructor, the academic advisor and director must approve the grade and assign a time line for the work to be completed. Incompletes must be requested and approved no later than the end of the quarter for which the incomplete is requested. To remove an incomplete, a student must complete the required course work before the next quarter commences. If a student does not comply within the time line or does not complete the work, an "F" grade, or the grade calculated by the instructor on the incomplete form, will be entered to replace the incomplete.

To initiate a request for an incomplete grade, the student must fill out an incomplete form and submit it to his/her instructor. The instructor will obtain the required signatures and submit the completed form with final grades.

Withdrawal (W/WF): The student who withdraws from a course or from the program during the first six weeks of the quarter will be assigned a “W” code for each course. The “W” code is not used in computation of the student’s grade point average; however, “W” credits are counted toward total credits attempted. The student who withdraws from a course or from the program after the ninth week of the quarter will be assigned a “WF” code for each course. The “WF” code is the equivalent of a grade of “F” and is used in computing the student’s grade point average.

Students wishing to withdraw from PFI must file an official status change form with the Academic Advisor.

Last day to withdraw from the class is 48 hours before class starts.

Lab Policies: Leave food and drink outside the classroom. Disciplinary action will be taken toward any student found using the equipment in an inappropriate manner. Disruptive, disrespectful, rude behavior is not tolerated.

Plagiarism: Presenting the writings, images or paraphrased ideas of another as one’s own, is strictly prohibited. Properly documented excerpts from other’s works, when they are limited to an appropriate amount of the total length of a student’s paper, are permissible when used to support a researched argument.

Attendance Policy: Students who are absent from all scheduled classes over a 14-day period (2 weeks) are subject to automatic attendance suspension—from PFI, not just from this course. This means the student is administratively withdrawn from all courses and cannot attend classes or continue in the current quarter unless he/she successfully appeals for reinstatement. Students who anticipate violating the attendance policy should contact the academic advisor immediately to discuss options such as withdrawing from PFI or navigating the appeals process.

Picking up Work: Please pick up your work no later than the first Friday of the following quarter. If you cannot retrieve your work by this date please make arrangements with me. All work not picked up by this date will be recycled.

Students with Disabilities: It is PFI policy not to discriminate against qualified students with a documented disability in its educational programs, activities or services. If you have a disability-related need for adjustments contact the academic advisor.

Evaluation:

Attendance/Professionalism/Participation	10 %
Class projects (8)	40%
Final project	50 %
TOTAL	100 %

Grade Scale

Letter	Number	Rating
A	95-100	Excellent
A-	90-94	
B+	87-89	Good
B	83-86	
B-	80-82	
C+	77-79	Satisfactory
C	73-76	Fair
C-	70-72	
D+	67-69	Marginal
D	62-66	
F	<62	Failure

ATD361 - COURSE CALENDAR

This syllabus is subject to change at the instructor's discretion. *Bring supplies to every class. Always bring a measuring tape!

WEEK	INTRO	ACTIVITY	ASSIGNMENT
1	<p>INTRO: Introductions Review PFI Course Policies, Goals, Objectives and Expectations</p> <p>Required supplies/software</p>	<p>LECTURE: Intro to Flats & Technical Packages</p> <p>Setting up your AI File</p> <p>IN-CLASS WORK: Project #1: Draw a T-Shirt (front and back)</p>	<p>HOMEWORK: Complete Project #1 for instructor review</p> <p>Please save file as: "ATD361_W21_P1_<i>yourname</i>.ai"</p> <p>PREP FOR NEXT WEEK: Bring a woven button-up collared shirt or jacket to the next class</p>
2	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: Stitches, Seams and Construction Details</p> <p>How to create an AI pattern brush and Detail Sketch</p> <p>IN-CLASS WORK: Review Project #1</p> <p>Project #2: Create an AI stitch brush (or two) Draw your Woven Shirt or Jacket (front, side and back) Draw a Detail Sketch of your collar or placket</p>	<p>HOMEWORK: Complete Project #2 for instructor review</p> <p>Please save file as: "ATD361_W21_P2_<i>yourname</i>.ai"</p> <p>EXTRA CREDIT: Add topstitch to your T-Shirt</p> <p>PREP FOR NEXT WEEK: Install Microsoft Excel if not done already</p>
3	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: POMs and Measurement Pages</p> <p>How to measure a garment</p> <p>Base size vs graded measurements</p> <p>IN-CLASS WORK: Review Project #2</p> <p>Project #3: Build a Measurement Page for your Woven Shirt or Jacket</p> <p>Add base size measurements</p> <p>Create a how-to-measure sketch</p>	<p>HOMEWORK: Complete Project #3 for instructor review</p> <p>Please save Msrmt Page as: "ATD361_W21_P3_<i>yourname</i>.xls"</p> <p>Please save HTM sketch as: "ATD361_W21_P3_<i>yourname</i>.ai"</p> <p>EXTRA CREDIT: Build a Measurement Page for your T-Shirt Add base size measurements</p> <p>PREP FOR NEXT WEEK: Find some graphic or logo inspiration for Project #4</p>

4	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: Graphics and Logos</p> <p>How to create a Graphic / Logo schematic How to communicate Graphic / Logo placement</p> <p>IN-CLASS WORK: Review Project #3</p> <p>Project #4: Design a 1 or 2-color Graphic / Logo for your Woven Shirt or Jacket</p> <p>Build a Graphic / Logo schematic of your design</p> <p>Build a Measurement Page and Placement Sketch for your Graphic / Logo</p>	<p>HOMEWORK: Complete Project #4 for instructor review</p> <p>Please save schematic as: "ATD361_W21_P4_yourname.ai"</p> <p>Please save Msrmt Page as: "ATD361_W21_P4_yourname.xls"</p> <p>PREP FOR NEXT WEEK: Find some color palette inspiration for Project #5</p>
5	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: Styles vs Colorways</p> <p>How to create a color palette</p> <p>How to create Line Art</p> <p>IN-CLASS WORK: Review Project #4</p> <p>Project #5: Use your color palette to update your Project #4 schematic to include 2 colorways</p> <p>Create a 2-colorway Line Art page for your Woven Shirt or Jacket</p>	<p>HOMEWORK: Complete Project #5 for instructor review</p> <p>Please save file as: "ATD361_W21_P5_yourname.ai"</p> <p>PREP FOR NEXT WEEK: No prep needed</p>
6	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: The Bill of Materials (BOM) – What is it?</p> <p>Review BOM Excel template</p> <p>IN-CLASS WORK: Review Project #5</p> <p>Project #6: Create a BOM for each colorway of your Woven Shirt or Jacket</p>	<p>HOMEWORK: Complete Project #6 for instructor review</p> <p>Please save file as: "ATD361_W21_P6_yourname.xls"</p> <p>PREP FOR NEXT WEEK: No prep needed</p>
7	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: Garment Costing – How to estimate cost?</p> <p>IN-CLASS WORK: Review Project #6</p> <p>Project #7: Estimate the cost of each material on your Woven Shirt or Jacket</p> <p>Calculate total garment cost</p>	<p>HOMEWORK: Complete Project #7 for instructor review</p> <p>Please save file as: "ATD361_W21_P7_yourname.xls"</p> <p>PREP FOR NEXT WEEK: Bring a compression (stretch) garment for Project #8</p>

8	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: Stretched Garment Measurements</p> <p>IN-CLASS WORK: Review Project #7</p> <p>Project #8: Illustrate your compression garment</p> <p>Create a Measurement Page including stretched POMs</p> <p>Add base size measurements</p>	<p>HOMEWORK: Complete Project #8 for instructor review</p> <p>Please save Msrmt Page as: "ATD361_W21_P8_yourname.xls"</p> <p>Please save flat sketch as: "ATD361_W21_P8_yourname.ai"</p> <p>PREP FOR NEXT WEEK: Choose a garment for your final project</p>
9	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: Construction Details, continued</p> <p>Showing vs Describing details</p> <p>IN-CLASS WORK: Review Project #8</p> <p>Project #9: Illustrate your final garment</p> <p>Create a Construction Detail Page for your final garment</p>	<p>HOMEWORK: Complete Project #9 for instructor review</p> <p>Please save file as: "ATD361_W21_P9_yourname.ai"</p> <p>PREP FOR NEXT WEEK: No prep needed</p>
10	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: The Product Creation Process</p> <p>Finalizing a technical package</p> <p>Requesting and evaluating prototypes</p> <p>IN-CLASS WORK: Review Project #9</p> <p>Project #10: Create a Measurement Page for your final garment</p> <p>Add base size measurements</p> <p>Create a Proto Request Page</p>	<p>HOMEWORK: Complete Project #10 for instructor review</p> <p>Please save file as: "ATD361_W21_P10_yourname.ai"</p> <p>PREP FOR NEXT WEEK: No prep needed</p>
11	<p>INTRO: Attendance</p> <p>Recap of last week's lesson</p> <p>Overview of this week's lesson</p>	<p>LECTURE: Presentation Basics</p> <p>Final Presentation expectations</p> <p>Tips for preparing</p> <p>IN-CLASS WORK: Review Project #10</p> <p>Project #11: Create a BOM for your final style, with material and total garment cost included</p> <p>Finalize your Technical Package</p>	<p>HOMEWORK: Complete Final Project for instructor review</p> <p>Please save file as: "ATD361_W21_Final_yourname.ai"</p> <p>PREP FOR NEXT WEEK: Prepare for your presentation to the class</p>

12	INTRO: Attendance Recap of last week's lesson Overview of this week's lesson	LECTURE: N/A IN-CLASS WORK: Final Presentations	CONGRATS, you finished!
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