

DESIGN PORTFOLIO GUIDE

This guide is for students submitting a design portfolio for one of the following programs at the Melbourne School of Design (MSD):

- » The **Master of Architecture** 2 Year (200 point stream)
- » The **Master of Architectural Engineering**
- » The **Master of Landscape Architecture** 2 Year (200 point stream) and 3 Year* (300 point stream)
- » The **Master of Urban Design**

*Applicable only to students who have completed tertiary study in a design discipline (any) where 25% of study was design studio/project related.

Please refer to the **Design Portfolio Assessment Matrix** to understand how design portfolios are assessed by the MSD Selection Committee.

PORTFOLIO SPECIFICATIONS

- The file size of your portfolio should not exceed **10 MB**
- Your portfolio should be saved as **one PDF file** – links to your portfolio *will not* be accepted
- **Landscape** format
- Imagery should be of high resolution
- Each image should be **clearly labelled**

Note:

- Portfolios are evaluated digitally and should be coherent, and easily readable with limited zooming and scrolling
- The information and images of work in your portfolio can be depicted in any style or arrangement, we encourage strong creativity
- The focus of the portfolio should be of your own individual work. Group work should be kept to a minimum. If group work is included you must state; members involved in the project, your percentage of input, and your roles and responsibilities in the project.

The following page outlines what information you must include for each project in your portfolio.

PORTFOLIO COVER PAGE

Please provide the following information:

1. Your name
2. Student ID number
3. Previous qualification/s
4. Previous institution/s
5. Year/s completed, or to be completed

PROJECT COVER PAGE

Please include the following for each project you showcase in your portfolio.

Project information

- Project title
- Subject (class/studio) name. If from professional work the name of the firm
- Year level completed
- Tutor's name and their professional contact details; email and phone number
- Indicate whether this is individual or group work. If group work, you must explain your involvement in the project and your percentage of input
- Very brief description of the project (up to 50 words)

Images of design work

The MSD Selection Committee like to see a broad spectrum of work, including:

- Selected concept and design development sketches
- Selected plans, sections and details
- Selected 3D views and renders
- Selected images of physical models
- Other renders, diagrams, sketches, contextual illustrations

Image labels

Provide a brief description of what the image represents and how it fits into the design development. For example:

- Preliminary sketches exploring concept ideas
- Final render from North West perspective
- East Elevation

NOTE:

Portfolios missing project information and labels may not be considered.

OTHER WORK COVER PAGE

- **Project information:** images of any other artistic or design work that you wish to include such as; paintings, drawings, photography, etc.
- **Image labels:** include a brief description of what the image represents and the context in which it was produced