Instructor: Anne Mitchell Wood  
Email: [acmitch2@uncg.edu](mailto:acmitch2@uncg.edu)  
Telephone: 336-256-0272  
Office: 353 Stone Building  
Office Hours: Tuesday/Thursday 9:30-11am by prearranged Zoom appointment. The best way to reach me for quick questions is via email above.

**PREREQUISITE:**  
CRS 211

**REQUIRED TEXT:**  

**REQUIRED SUPPLIES:**  
-Tape Measure  
-Scissors

**STRONGLY SUGGESTED TEXT:**  

**COURSE DESCRIPTION:** The purpose of this course is to provide an understanding of the production of ready-to-wear apparel and to present methods for evaluating quality. Ready-to-wear apparel and consumer goods will be examined and evaluated from a consumer perspective in order to understand how apparel products are developed, tested and produced and to appreciate the features that affect cost and quality.

**COURSE OBJECTIVES:**  
- To explain the basic principles of apparel design and construction in the apparel industry.  
- To be able to apply those principles in class exercises and lab assignments.  
- To be able to effectively analyze apparel construction details and methods.  
- To evaluate apparel and consumer goods from a consumer perspective.
STUDENT RESPONSIBILITY:
Each student in CRS 312 is responsible for reading the syllabus and becoming familiar with all course policies and the outlined schedule, including tests, projects, and lab due dates. In addition, each student is expected to comply with the UNCG Honor Policy, contribute to class discussions/activities, attend all labs on time, and be properly prepared for every class with textbook and required materials. Students should speak with me early in the semester about problems with course materials, grades, class assignments, etc... Do not wait until the end of the semester to address problems that can be solved immediately. If you are having trouble understanding class materials or lab assignments, please contact me immediately. I do not mind helping anyone further understand course materials, I want you to succeed and understand the information in this course and I am here to help you.

ACADEMIC INTEGRITY POLICY:
The UNCG Academic Integrity Policy States; “If knowledge is to be gained and properly evaluated, it must be pursued under conditions free from dishonesty. Deceit and misrepresentations are incompatible with the fundamental activity of this academic institution and shall not be tolerated.” By choosing to enroll in this course and by completing the assignments, projects, examinations, etc., you are by default held to the standards of the Academic Integrity Policy, and you are subject to sanctions should you violate the policy in any manner.

Health and Wellness
Your health impacts your learning. Throughout your time in college, you may experience a range of health issues that can cause barriers to your learning. These might include physical ailments, illnesses, strained relationships, anxiety, high levels of stress, alcohol/drug problems, feeling down, or loss of motivation. Student Health Services and The Counseling Center can help with these or other issues you may be experiencing. You can learn about the free, confidential mental health services available on campus by calling 336-334-5874, visiting the website at https://shs.uncg.edu/ or visiting the Anna M. Gove Student Health Center at 107 Gray Drive. Help is always available. For undergraduate or graduate students in recovery from alcohol and other drug addiction, The Spartan Recovery Program (SRP) offers recovery support services. You can learn more about recovery and recovery support services by visiting https://shs.uncg.edu/srp or reaching out to recovery@uncg.edu

Academic Accommodations
The University of North Carolina at Greensboro respects and welcomes students of all backgrounds and abilities. If you feel you will encounter any barriers to full participation in this course due to the impact of a disability, please contact the Office of Accessibility Resources and Services (OARS). The OARS staff can meet with you to discuss the barriers you are experiencing and explain the eligibility process for establishing academic accommodations. You can learn more about OARS by visiting their website at https://ods.uncg.edu/ or by calling 336-334-544 or visiting them in Suite 215, EUC
AMERICAN DISABILITIES ACT:
UNCG seeks to comply fully with the Americans with Disabilities Act (ADA). Students requesting accommodations based on a disability must be registered with the Office of Disability Services located in 215 EUC. www.uncg.edu/ods

Approved by Faculty Senate on November 22, 2021

As we return for spring 2022, all students, faculty, and staff are required to uphold UNCG’s culture of care by actively engaging in behaviors that limit the spread of COVID-19. These actions include, but are not limited to:

- **Following face-covering guidelines**
- Engaging in proper hand-washing hygiene
- Self-monitoring for symptoms of COVID-19
- Staying home when ill
- Complying with directions from health care providers or public health officials to quarantine or isolate if ill or exposed to someone who is ill
- Completing a self-report when experiencing COVID-19 symptoms, testing positive for COVID-19, or being identified as a close contact of someone who has tested positive
- Staying informed about the University’s policies and announcements via the COVID-19 website

Instructors will have seating charts for their classes. These are important for facilitating contact tracing should there be a confirmed case of COVID-19. Students must sit in their assigned seats at every class meeting. Students may move their chairs in class to facilitate group work, as long as instructors keep seating chart records. Students should not eat or drink during class time.

A limited number of disposable masks will be available in classrooms for students who have forgotten theirs. Face coverings are also available for purchase in the UNCG Campus Bookstore. Students who do not follow masking requirements will be asked to put on a face covering or leave the classroom to retrieve one and only return when they follow the basic standards of safety and care for the UNCG community. Once students have a face covering, they are permitted to re-enter a class already in progress. Repeated issues may result in conduct action. The course policies regarding attendance and academics remain in effect for partial or full absence from class due to lack of adherence with face covering and other requirements.

For instances where the Office of Accessibility Resources and Services (OARS) has granted accommodations regarding wearing face coverings, students should contact their instructors to develop appropriate alternatives to class participation and/or activities as needed. Instructors or the student may also contact OARS (336.334.5440) who, in consultation with Student Health services, will review requests for accommodations.
CLASS ATTENDANCE, LATE WORK, PREPARATION, AND BEHAVIOR POLICIES:

1. Class attendance is **required** for labs. As outlined in the UNCG Undergraduate Bulletin:

   "Regular class attendance is a responsibility and a privilege of university education. It is fundamental to the orderly acquisition of knowledge. Students should recognize the advantages of regular class attendance, accept it as a personal responsibility, and apprise themselves of the consequences of poor attendance."

   Attendance is defined as (1) being in class, (2) on time, and (3) staying for the entire period. Hence, **arriving late and/or leaving early without notice will be treated as an absence.** Be on time to class. You should plan to be in lab for the whole time period of your section, arriving late and/or leaving early is treated as an absence unless excused early by the professor.

   **Lab Punctuality:** Every student is expected to report to class on time. A late arrival or early departure will result in a minimum of 5 point deduction from that day’s lab grade, and one point for each additional minute of lateness i.e. 10 min late=10pt deduction. I start class on time. The arrival to lecture or lab late is disruptive to the entire class and interrupts the class flow. Please be conscious of this and consider that you are impacting not only your own opportunity to learn but also the ability of others in the class to concentrate. Early departures have the same impact on the class environment.

   Students who are absent from class are responsible for getting course materials and any announcements from classmates.

   *The instructor reserves the right to drop a student from the course after four (4) absences.*

2. **No make-ups for labs, quizzes, exams, in-class work or presentations are permitted.**

3. **Late work will not be accepted.** Students are responsible for all material covered in the class; this may include assigned readings, lecture, discussion, visuals, slides, videos, and/or handouts. Work turned in after the deadline will result in a zero

4. **Canvas and Email:** Students are responsible for accessing and using course related materials and/or announcements that will be posted on Canvas or emailed. Please check your email daily. I will try to answer emails within 24 hours during the week (Monday through Friday). No response means the answer is already written in the
course syllabus. Always check the syllabus regarding your question before emailing me.

5. Absences: the only excused absences that will be considered include (1) student illness where the student health center provides written notification and the necessity of absence from class on the day of class and/or note from a doctor regarding the specific class day indicating that you were too ill to attend class. A receipt form from a doctor’s office is not sufficient. (2) a serious illness or death in the student’s immediate family (parent, sibling, child) accompanied by proper documentation (i.e. link to the obituary online), (3) CARS department related trips (with prior notification and approval), (4) Religious holidays (with prior notification and approval), (5) Court subpoena (with prior notification and documentation) and (6) emergency circumstances will be evaluated on a case by case basis. All of the above absences will be verified.

Disruptive Behavior: Effective learning environments require the attention and positive contribution of both student and teacher. Conversations between and among students in the classroom while class is in session are disruptive to the learning environment. Students disrupting the class will be asked to leave and are subject to university sanctions regarding disruptive behavior.

Electronic Devices: All cell phones are to be turned off before entering the class and should not be visible. Habitual failure to follow the rule regarding cell phones will result in a student being asked to leave the class. If a student chooses to answer their phone and walks out of class, they will not be allowed to re-enter the classroom, and will receive an unexcused absence for that day’s class. Students that are text messaging in class have one of two options 1) dismissal from class with an unexcused absence OR turn their phone into the instructor for the remainder of that day’s class.

COURSE REQUIREMENT DETAILS:

Chapter Quizzes (11 @20 points = 220 points)
The information covered in the quizzes will relate to the Chapter reading assignment for the week and the lecture topic. The quizzes will be posted after the online lecture and taken on your own time. The purpose of chapter quizzes is to ensure engagement with and understanding of reading assignments, and they are focused on topics that you will be participating in for lab activities each week. There are no make-ups for Chapter quizzes. All quizzes are open book and will are due on Sunday at 11:59pm the week after the Monday morning posting, so you will always have a week to complete them.

Labs (10 @ 30 points each = 300 points)
The purpose of lab is to foster a deeper understanding of course material through applying course concepts and theories in lab and/or real-world situations. Labs may not be made up due to limited classroom space. Students must attend the lab in which they are enrolled. If you miss a lab, your grade for that day is a 0.
**Quality Group Assignment (1 @ 100 points = 100 points)**
The Quality Assignment is a group assignment and is due as per dates on the Canvas. Presentations will begin following the lectures until all student groups have presented. Students will complete a peer review and grades will be adjusted at the instructor’s discretion based on peer feedback. For example, failure to participate in the group work will result in a failing grade.

**Exams (2 @ 100 points each = 200 points)**
Two exams will be given. Each test will cover assigned textbook readings, lectures, PowerPoints and quiz material presented during lectures and labs. Study guides are not provided. You are responsible for all material covered in class and lab, assigned in readings and PowerPoint presentations. Both of these exams will be taken in class. They will be taken in a lab and I will send an announcement with location for both. If you arrive after the first person finishes the exam, you will not be allowed to take the exam.

---

**MANDATORY COURSE REQUIREMENTS:**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Lab Activities</td>
<td>330 points</td>
</tr>
<tr>
<td>11 labs worth 30 points each</td>
<td></td>
</tr>
<tr>
<td>2 Chapter Quizzes</td>
<td>220 points</td>
</tr>
<tr>
<td>11 quizzes worth 20 points each</td>
<td></td>
</tr>
<tr>
<td>3 Exams</td>
<td>200 points</td>
</tr>
<tr>
<td>Exam 1 = 100 points</td>
<td></td>
</tr>
<tr>
<td>Exam 2 = 100 points</td>
<td></td>
</tr>
<tr>
<td>4 Quality Assignment</td>
<td>100 points</td>
</tr>
</tbody>
</table>

**Total**

850 Points

*To determine your final grade divide the points you have earned on an assignment by the assignment’s points value. For example, your total grade for exams is 180 points and exam point value is 200 points: THE MATH 180/200= .90 (A-).*

**FORMATTING REQUIREMENTS:** The ability to follow directions is an important skill employer’s demand in the fashion industry. Therefore, you are expected to follow these requirements for all work. Failure to follow these directions will result in an automatic 10% deduction in your grade.

- APA style is to be used for all written assignments and projects, any assignment you complete that requires you to use information that is not common knowledge must be cited. You must use in text citations and provide a reference page.
- Papers must be written in 12 point font, double spaced, with 1 inch margins at the top and bottom and 1 inch margins at the left and right, unless otherwise stated. Paper length does not include cover sheet and references!!
- All assignments must have a cover page including the following information:
  CRS 312, Technical Apparel Analysis
  Assignment Name/Title, Due Date
LAB POLICIES:

1. Students should be prepared for each lab. As such, students should bring all required materials, including relevant course text and lab supplies. Required lab supplies will be announced via email as well as in lecture the week of lab. This may include a laptop. If you do not have access to a laptop you can check one out at the library before lab.

2. Please be on time! Be on time! Be on time! Lab starts precisely. Students that arrive late may be required to work and complete all lab tasks independently rather than with their lab groups and will receive a 1 point deduction for every minute late.

3. Lab assignments must be completed by the Canvas due date. Makeup labs are not permitted.

4. Students must participate in lab activities and assignments as a group when indicated. Individual group members cannot leave lab early. Students that leave a group lab before it is completed will receive an automatic 25% deduction in their lab grade.

5. Turn off all cell phones, music devices, etc. when lab begins. Talking, texting, or accessing the Internet for purposes beyond lab work during lab is not permitted.

6. Each student is responsible for the cleanliness of lab. At the end of lab students are expected to clean their station and return all lab supplies. This includes throwing away any trash around the tables, cleaning up workstations, returning all items to their appropriate storage space, and placing tables and chairs back to their original position.

7. Please make the instructor aware of ANY problems, such as disruptive or unproductive students and/or group members as soon as the issues arise. The instructor will work with groups to resolve the problems.

CARS Department Statement on Student Conduct and Complaint Behavior:
The Department of Consumer, Apparel, and Retail Studies (CARS) expects that all students enrolled in the CARS major will behave professionally and in a manner that reflects positively on the department, the school, and the university. This expectation applies to conduct within CARS courses, when working at internship sites, and attending events where students are acting as representatives of the CARS program. Complaints pertaining to a specific course must first be brought up with the instructor.
Per the UNCG University Catalog, if a student wishes to appeal an assigned grade, the student should first discuss the concerns with the instructor. If desired, the student may further appeal to the department head, the dean of the school or college, and the provost, in that order. See the University Catalog for further details on Grade Appeals.

COVID-19 Spartan Shield Video
UNCG Chancellor Frank Gilliam has challenged us to create a Culture of Care at UNCG where we all wear face coverings and social distance, less to protect ourselves but rather more to protect everyone around us. It shows that you care about the well being of everyone around you. We have created this video featuring your student body presidents to better explain how and why this is so important.

Please watch this video before the first day of classes.

https://youtu.be/Mb58551qxEk
<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic/Reading Assignment Due Date</th>
</tr>
</thead>
</table>
| 1    | Week of 1/10  | **No Lecture or Labs this week!**  
Instructor in NYC with another class                                                             |
| 2    | Week of 1/17  | **No Lecture or Labs this week due to MLK holiday**                                                |
| 3    | Week of 1/24  | **Chapter 1: The Apparel Industry**  
Quiz 1 (Online-ALL QUIZZES open Monday 9am and close on Sunday evening at 11:59pm)  
Lab 1: Introduction to Lab-Equipment Scavenger Hunt!                                           |
|      | Lab 1/24, 1/26|                                                                                                  |
| 4    | Week of 1/31  | **Chapter 2: Government Regulations & Labeling**  
Quiz 2 (Online)  
Lab 2: Government Regulations, Labeling                                                      |
|      | Lab 1/31, 2/2 |                                                                                                  |
| 5    | Week of 2/7   | **Chapter 3: Apparel Quality**  
Quiz 3 (Online)  
Lab 3: Apparel Quality                                                                          |
|      | Lab 2/7, 2/9  |                                                                                                  |
| 6    | Week of 2/14  | **Chapter 4: The Production Process**  
Quiz 4 (Online)  
Overview of Quality Assignment  
Lab 4: Garment Spec Sheets and Testing                                                           |
|      | Lab 2/14, 2/16|                                                                                                  |
| 7    | Week of 2/21  | **Chapter 5: Shape, Silhouette & Style**  
Quiz 5 (Online)  
Lab 5: Details that Impact Shape & Silhouette                                                    |
|      | Lab 2/21, 2/23|                                                                                                  |
| 8    | Week of 2/28  | **Chapter 6: Sizing and Fit**  
Quiz 6 (Online)  
Lab 6: Sizing and Fit, Body Scanning                                                              |
|      | Lab 2/28, 3/2 |                                                                                                  |
| 9    | Week of 3/7   | **No Lecture or Labs this week due to Spring Break!**                                             |
| 10   | Week of 3/14  | **Exam 1 Chapters 1-6 in class 12:30 Bring LAPTOP!**                                             |
|      | Lab 3/14, 3/16| **NO LABS THIS WEEK**                                                                             |
| 11   | Week of 3/21  | **Chapter 7: Fabric**  
Quiz 7 (Online)  
Lab 7: Fiber Identification                                                                         |
|      | Lab 3/21, 3/23|                                                                                                  |
| 12   | Week of 3/28  | **Chapter 8: Findings and Trims, presentations begin**  
Quiz 8 (Online)  
Lab 8: VStitcher Exploration(Findings/Trim online)                                                  |
|      | Lab 3/28, 3/30| **Quality Project due by Sunday 3/27 at 11:59pm**                                                 |
| 13   | Week of 4/4   | **Chapter 9/10: Stitches and Seams, presentations continue**  
Quiz 9/10 (Online)  
Lab 9: Garment Stitches(Online only-No Live Lab!)                                                   |
|      | Lab 4/4, 4/6  |                                                                                                  |
| 14   | Week of 4/11  | **Chapter 11: Preliminary Garment Assembly, presentations**  
Quiz 11 (Online)  
Lab 10: Color Spectrophotometer                                                                    |
|      | Lab 4/11, 4/13|                                                                                                  |
| 15/16| Week of 4/18  | **Chapter 12: Garment Assembly and Finishing**  
Lab 11: Sustainable Apparel  
Quiz 12 (Online)                                                                                   |
| 15/16| Week of 4/25, 5/2| **No Lecture or Labs**  
**Final Exam Chapters 7-12 April 29th 12pm-3pm LIVE**                                              |