
SITE DOCUMENTATION PROTOCOL



LOOKING AT AND DOCUMENTING EXISTING BUILDINGS

The objective of this assignment is to:

1. Develop Skills of Careful Observation
2. Participate in Undergraduate Research Focused on Investigating Places through Primary Sources
3. Understand the Significance of a GIS (Geographic Information System) approach to documenting and storing critical information on significant architectural works.

Yale Center for British
Art Library Court

Required Materials: Sketchbook, Camera

Assignment:

1. Divide into teams of 2-3 students. One high resolution camera required per team. Some iPads and Cameras will be available for use, but if you have your own camera that will be preferable.
2. Collect a Spreadsheet and Column reference sheet from Prof. Montgomery for use during documentation.
3. Sync the camera time to your watch so that you can record the time of each assignment photograph on the spreadsheet.
4. Coordinate with Prof. Montgomery the assigned building and detail.
5. Each team member is to develop one 15 minute sketch of the assigned detail for submission. Each sketch should be annotated showing the materials and components of the assigned detail.
6. Each team is to take 3-5 general photographs that put the detail in context, then 3-5 zoomed photographs that together describe the detail from all available angles.
7. Each photograph is to be recorded according to the synced time, the location of the photographer according to the supplied grid (include the floor level), the direction of the photograph, and the subject matter of the photograph.



YCBA Detail at Roof
Beam + Skylight

Submissions: All Submissions due by Friday Feb 28th. All sketches to be carefully scanned at 150dpi. Post process sketches as necessary to improve quality of jpeg submission (straighten, eliminate extraneous lines...) Submissions to be loaded onto the P drive by your professor.

Sketches and photographs to be named following this structure:

building name_detail_yearmonthday.jpeg

Example: YCBA_skylight_2014022.jpeg or YAG_windowwall_20140222

List of Details:

Yale Center for British Art	Yale Art Gallery
Exterior Details:	Exterior Details:
Structural Column/Slab Upper Floors	Sunken Courtyard_North West side
Structural Column/Beam Ground Floor	Masonry Wall_South_West Wall
Metal Panels+Drips	Window Wall_North_West Wall
Windows	Window Wall_North East Wall
Roof/Skylights	Roof/Parapet
General Massing	General Massing
Interior Details:	Interior Details:
Primary Stair	Primary Stair_typical floor
Stair Drum	Stair Drum + Skylight
Entrance Hall	Lobby
Library Court	South Galleries- 2 floor
2nd Floor Galleries	North Galleries- 2 floor
3rd Floor Galleries	Ceiling Slab: Lobby
4th Floor Galleries	Ceiling Slab: Galleries
Structural Column/Beam First Floor	Structural Column_Second Floor North Gallery
Wood Panels at Entrance Hall	Wood Floor
Art Partitions 4th Floor Galleries	Primary Stair at Basement Level
Mechanical System Elements	Mechanical System Elements