

AIA/CES Self Report Form -2007 - B

This form should be submitted for each learning activity or program.



Last name First name Middle Initial or name

AIA ID Membership Number Daytime Phone

Activity/ Program Title: _____

Learning Units/Hours: _____ Start date: ____/____/____ Completion date: ____/____/____
I am reporting month day year month day year

- Indicate the number of hours spent in direct learning activities. Credit is not awarded for time spent on breaks, registration, travel, receptions or meals (unless an educational presentation is being offered and then credit is awarded only for educational time, not time spent eating.) 1 hour minimum (.25 for each additional quarter hour)

Check which type of activity you are reporting:

<input type="checkbox"/> Self-Designed Activity <ul style="list-style-type: none">• You, the learner designed the activity and determined what will be learned related to architecture. (Maximum 50 hours)• Research: Time you spent researching new product information, preparing for lectures, presentations, study-travel, computer programs self-study, etc.• Not acceptable for HSW credit.	<input type="checkbox"/> Structured Activity Program <ul style="list-style-type: none">• This is a structured activity offered by a formal organization that is not a CES Registered Provider.• One (1) hour minimum <p>Program sponsor's name: _____</p> <p>Program sponsor's phone number (if known): _____</p>
<input type="checkbox"/> Professional Community Service - NEW! <ul style="list-style-type: none">• Volunteer in a professional community service related to architecture. (Max 2 hours annually)• Not acceptable for HSW credit.	<ul style="list-style-type: none">• Additional documentation of attendance/participation is often required as supplement when reporting this type of activity as a State Licensure MCE requirement.

This program qualifies for health, safety, or welfare of the public. (75% or more) Yes No

Health, safety, and welfare in architecture are defined as anything that relates to the structural integrity or soundness of a building or site. "Suitability for intended use." Check all areas that apply to your program.

Aspects of architecture that have salutary physical effects among users of buildings.

- Accessibility Acoustical systems Energy efficiency
- Mechanical, plumbing, electrical system concepts, materials, and methods of construction.
- Other(s) list all that apply _____

Aspects of architecture intended to limit or prevent accidental injury or death among users of buildings or sites.

- Codes and regulations Natural Hazards: Earthquake, Flood, and Hurricane
- Life safety systems - suppression, detection and alarm standards
- Other(s) list all that apply _____

Aspects of architecture that engender demonstrable positive emotional responses among, or enable equal access by, users of building or sites.

- Building design and materials, methods & systems Construction contracting, means and methods
- Construction documents and services Legal issues: Laws; contracts; documents; insurance
- Ethics and regulations governing practice of architecture Preservation and adaptive reuse, study of
- Construction administration Environmental issues
- Other(s) list all that apply _____

The back page must be completed

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Program Description

Learning Objective: Each activity or program must have at least one learning objective related to the practice of architecture. This is a clear goal of what you the architect wanted to learn.

What new knowledge or skill did you gain from this learning activity?

Resources Used

Resources used in the completion of this activity/program?

Human resources used:

- In-house expert Practitioner in the field
 Industry representative School faculty member
 Independent expert/consultant

Material resources used:

- Journal articles Books or manuals
 Computer software Program handouts
 Product sample PowerPoint

Other:

- Teleconference
 Case Study

- Slides-overheads
 On site observations

NEW FOR 2000. The Quality Level does not affect the number of credits earned (AIA/CES policy starting January 1, 2000).

Research indicates that programs that involve participants and increase participation result in better and longer retention of material.

Check how this activity/program was delivered.

Passive Activity

One-way communication such as lecture, speech, or panel discussion.

Interactive participation

Two-way communication such as roundtable discussion, group exercises, or case studies (51% or more of the time).

Measurement of Learners' Progress

Pre and Post-test measuring the learning progress of the participants.

Several states now have a two-year reporting period. We recommend that you keep a personal copy of this record for two years. Continuing education information Online at: www.aia.com >Continuing Education >CES Transcript >State MCE updates

Return this form to:

The University of Oklahoma, Continuing Education

AIA/CES, Room B-1

1700 Asp Avenue

Norman, OK 73072, or fax to (405) 325-6965

For additional information or assistance call (800) 605-8229