

# THE COMPLETE COURSE IN INTERIOR DESIGN

## Room Planning Worksheet

Your Name: \_\_\_\_\_

Student #: \_\_\_\_\_

Date: \_\_\_\_\_

Client: \_\_\_\_\_

Job Location: \_\_\_\_\_

Room: \_\_\_\_\_

## Part One

### General Overview

#### 1. Function

- A. According to what you know of the clients, based upon their Lifestyle Questionnaire, what will be the primary function of this room?

\_\_\_\_\_

- B. What will be the secondary function of this room, if any?

\_\_\_\_\_

- C. Is there a natural focus in this room? If so, what is it?

\_\_\_\_\_

#### 2. Mood

- A. What mood are you planning for this room? For example: formal or informal ... traditional or contemporary ... ornate or simple ... delicate (feminine) or rugged (masculine) ... etc.

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- B. What style are you planning for this room? For example, Early American Farmhouse Style ... Georgian ... Louis XV or XVI ... Victorian ... Art Deco ... Contemporary ... etc.

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- C. What is the architectural style of this room, if any?

\_\_\_\_\_

#### 3. Color Scheme

- A. What color mood are you planning? Check One:

☐ Warm   ☐ Cool   ☐ Neutral

- B. Take out a Color Scheme Board and label it for this room. On it, attach a sample of your predominant color in Box A. Attach a sample of the most important accent color in Box B.

- C. (Optional) If you have a swatch that you intend to use as your color scheme guide, include a small example of fabric, wallpaper, or area rug.

#### 4. Room Features

A. In your conversation with this room, what are the positive features that caught your eye?

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B. How do you intend to accentuate each of these positive features?

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C. What are the negative features?

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D. How do you intend to “de-accentuate” each of these negative features?

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#### 5. Room Size and Shape

A. How do you feel about the size of this room? Check One:

☐ It's large. ☐ It's small. ☐ It's about right.

i. If you think it's large, do you want to make it appear smaller and/or cozier? ☐ Yes ☐ No

ii. If you think it's small, do you want to make it appear larger and more spacious? ☐ Yes ☐ No

iii. If either answer is Yes, how do you intend to do this?

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B. How do you feel about the proportions of this room?

☐ It has pleasing proportions. ☐ It's too narrow.

i. If you don't think it's pleasing, how do you intend to correct or camouflage the problem?

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C. How do you feel about the ceiling height?

☐ It's in good proportion. ☐ It's too high. ☐ It's too low.

☐ It's low, but appropriate to style. ☐ It's high, but appropriate to style.

i. If you don't think it's about right, how do you intend to correct or camouflage the problem?

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## Part Two Specifics

Based upon your answers to the above questions, you are now ready to deal with the specifics of decorating this room.

- A. **Furniture:** List and describe the major pieces of furniture that you intend to use, indentifying each piece by its Key Number on your Furniture Layout. Describe.

Key #	Description
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Enclose at the back of this Worksheet, pictures, drawings, or tracings of some or all of the pieces you have listed above. Label each with the Key Number that corresponds to its Legend on your Furniture Layout.

- B. **Lighting:** List and describe the major lighting fixtures that you intend to use, identifying each piece with its Key Number that corresponds with its Legend on your Lighting Plan.

Key #	Description
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<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Enclose at the back of this Worksheet, pictures, drawings, or tracings of some or all of the fixtures you have listed above. Label each with the Key Number that corresponds to its Legend on your Lighting Plan.

- C. **Flooring:** Describe how you intend to handle the flooring.

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On the Color Scheme Board, in Box C attach a sample of the predominant color that will be in your flooring. If you are using an accent color in the flooring, attach a sample of it in Box D.

- D. **Wall Treatment:** Describe how you intend to handle the wall treatments, including a description of how you intend to handle any mouldings and trim.

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On the Color Scheme Board, in Box E attach a sample of the predominant color in your wall treatment. Even if the color is white, attach a sample of it. If you are using an accent color in the wall treatment, attach a sample of it in Box F.

- E. **Window Treatments:** Describe how you intend to handle the treatment of the different windows in the room. Be sure to identify each different type of window by a Key Letter on your Furniture Layout.

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On the Color Scheme Board, in Box G attach a sample of the predominant color in your window treatment. If you are using an accent color, attach a sample of it in Box H.

(Optional) If you have an actual sample of a curtain fabric you want to use, you may attach it in place of the color samples.

- F. **Upholstery.** On the Color Scheme Board, attach a sample of the predominant color in the upholstery. In Box J attach a sample of the major accent color in the upholstery.

(Optional) If you have an actual sample of the major upholstery fabric you intend to use, you may attach it in place of the color samples.

- G. **Bedroom.** Treatment of the bed.

## Part Three Summary

- A. What is your general objective in this room?

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- B. In a couple of sentences, how have you attempted to achieve this objective?

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- C. Is there anything else you'd like to tell us about how you plan to decorate this room?

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- D. Is there any particular problem about which you'd like your Instructor's guidance and suggestions?

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