

NCARB

THE LITTLE GUIDE TO

IDP 2.0

EXPERIENCE AREAS
& CATEGORIES

Keep this in mind as you read this booklet:

You Will NOT Lose Any Hours

If you have 1,000 submitted or approved hours on the day before the third phase of IDP goes into effect, you will have 1,000 submitted or approved hours on the day Phase Three goes into effect.

IDP 2.0: The Background

IDP 2.0 updates the Intern Development Program (IDP) requirements to more closely align with the practice of architecture today. The changes, which are being rolled out in phases, will help ensure that interns acquire the comprehensive experience that is essential for competent practice.

IDP 2.0 Phase One

NCARB decided to implement IDP 2.0 in three phases. The first phase went into effect 1 July 2009, and allowed interns, whether employed or not, to earn experience in more ways—including becoming LEED certified and completing Construction Specifications Institute certificate programs.

IDP 2.0 Phase Two

Phase two, which went into effect 1 January 2010, converted training units to training hours and revised the definition of “direct supervision” to allow IDP supervisors to supervise their interns with a mix of personal contact and remote communication.

IDP 2.0 Phase Three

The most significant phase of IDP 2.0 is phase three. Phase three will introduce new experience categories, experience areas, experience settings, and IDP eligibility dates. This guide addresses the changes to experience categories and areas that will occur in Phase three.

Important Definitions

The Training Requirement

In order to satisfy the training requirement for IDP, you must earn 5,600 hours of experience. You earn hours when you are employed in experience settings recognized by your state registration board. Of the 5,600 hours required for completion of IDP, 3,740 hours are considered core minimum hours. Core minimum hours are earned in four experience categories that include 17 experience areas. The additional 1,860 hours required are considered elective hours. Elective hours may be earned in any of the experience categories and areas or through supplemental experience.

Experience Category

There are four experience categories in IDP 2.0:

1. Pre-Design
2. Design
3. Project Management
4. Practice Management

These categories are consistent with the phases of project development typical in architectural practice today.

Experience Area

The four experience categories of IDP 2.0 include 17 experience areas. To complete the 3,740 core minimum requirement, you must satisfy the core minimum hours required in each experience area.

Core Hours

Experience earned in IDP 2.0 categories and areas. **Core minimum hours** are the minimum number of hours you must earn in a given experience category or area.

Elective Hours

Experience earned through core hours or supplemental experience to satisfy the elective experience requirement of 1,860 elective hours.

Supplemental Experience

Opportunities to earn hours outside of a traditional experience setting, whether or not employed.

Supplemental Experience for Core Hours

You may earn a maximum of 40 core hours in each experience area through any combination of supplemental experience. You may not earn more than 600 core hours through supplemental experience.

Supplemental Experience for Elective Hours

You may earn a maximum of 1,860 elective hours through supplemental experience opportunities. Elective hours earned through supplemental experience are not applied to any specific IDP experience area.

IDP (TRAINING CATEGORIES AND AREAS)

A. DESIGN AND CONSTRUCTION DOCUMENTS

1. PROGRAMMING		A. PROGRAMMING	
2. SITE AND ENVIRONMENTAL ANALYSIS		B. SITE AND BUILDING ANALYSIS	
3. SCHEMATIC DESIGN			2. DESIGN A. SCHEMATIC DESIGN
4. ENGINEERING SYSTEMS COORDINATION			B. ENGINEERING SYSTEMS
5. BUILDING COST ANALYSIS		C. PROJECT COST AND FEASIBILITY	
			C. CONSTRUCTION COST
6. CODE RESEARCH		D. PLANNING AND ZONING REGULATIONS	
			D. CODES AND REGULATIONS
7. DESIGN DEVELOPMENT			E. DESIGN DEVELOPMENT
8. CONSTRUCTION DOCUMENTS	Areas 8 and 10 combine to become Area F		F. CONSTRUCTION DOCUMENTS
9. SPECIFICATIONS AND MATERIALS RESEARCH			G. MATERIAL SELECTION AND SPECIFICATION
10. DOCUMENT CHECKING AND COORDINATION	Areas 8 and 10 combine to become Area F		

B. CONSTRUCTION CONTRACT ADMINISTRATION

11. BIDDING AND CONTRACT NEGOTIATION			3. PROJECT MANAGEMENT A. BIDDING AND CONTRACT NEGOTIATION
12. CONSTRUCTION PHASE — OFFICE			B. CONSTRUCTION ADMINISTRATION
13. CONSTRUCTION PHASE — OBSERVATION			C. CONSTRUCTION PHASE: OBSERVATION

C. MANAGEMENT

14. PROJECT MANAGEMENT			D. GENERAL PROJECT MANAGEMENT	4. PRACTICE MANAGEMENT
15. OFFICE MANAGEMENT				A. BUSINESS OPERATIONS

D. RELATED ACTIVITIES

16. PROFESSIONAL AND COMMUNITY SERVICE				B. LEADERSHIP AND SERVICE
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IDP 2.0 (EXPERIENCE CATEGORIES AND AREAS)

1. PRE-DESIGN

2. DESIGN

IDP to IDP 2.0: The Map

IDP 2.0 EXPERIENCE CATEGORIES

The current IDP (shades of brown) includes four training categories in which interns must earn experience. Although the IDP 2.0 experience categories (orange to yellow) are similar to those that exist now, they have been derived through the *Practice Analysis* to align with current architectural practice. For example, the current training category “Design and Construction Documents” is redefined into two experience categories in IDP 2.0: “Pre-Design” and “Design.”

IDP 2.0 EXPERIENCE AREAS

Each experience category includes specific experience areas. Just like in the current program, each of the experience areas has core minimum hours required. Through the *Practice Analysis*, each experience area was weighted to how important it is for the independent practice of architecture. So although the total number of hours required to complete IDP remains 5,600 hours, the distribution of the core minimums is slightly different. All hours earned in the current program will be credited to their related experience area in IDP 2.0. **No intern’s reported hours will be lost.**

Splits and Combinations

Most current training areas will roll over into the corresponding IDP 2.0 experience areas. However, two of the current training areas will be split into two different experience areas and categories. One experience area, Construction Documents, is a combination of two current training areas.

A Design and Construction Documents 5. Building Cost Analysis	1/4 HOURS	I. Pre-Design C. Project cost and Feasibility
	3/4 HOURS	2. Design C. Construction Cost

Building Cost Analysis

Building Cost Analysis will split into two experience areas, which fall under two different experience categories, in IDP 2.0.

- One quarter ($\frac{1}{4}$) of earned hours will be credited to Project Cost and Feasibility under Category 1: Pre-Design
- Three quarters ($\frac{3}{4}$) of earned hours will be credited to Construction Cost under Category 2: Design

A Design and Construction Documents 6. Code Research	1/3 HOURS	I. Pre-Design D. Planning and Zoning Regulations
	2/3 HOURS	2. Design D. Codes & Regulations

Code Research

Code Research will split into two experience areas, which fall under two different experience categories, in IDP 2.0

- One third ($\frac{1}{3}$) of earned hours will be credited to Planning and Zoning Regulations under Category 1: Pre-Design
- Two thirds ($\frac{2}{3}$) of earned hours will be credited to Codes and Regulations under Category 2: Design

8. Construction Documents		2. Design F. Construction Documents
10. Document Checking and Coordination		

Construction Documents & Document Checking and Coordination

The Construction Documents and Document Checking and Coordination training areas will merge into one experience area in IDP 2.0 called Construction Documents under Category 2: Design.

New Experience Requirements

CATEGORY 1: Pre-Design	CATEGORY 2: Design	CATEGORY 3: Project Management
A. Programming 80	A. Schematic Design 320	A. Bidding and Contract Negotiation 120
B. Site and Building Design 80	B. Engineering Systems 360	B. Construction Administration 240
C. Project Cost and Feasibility 40	C. Construction Cost 120	C. Construction Phase: Observation 120
D. Planning and Zoning Regulations 60	D. Codes and Regulations 120	D. General Project Management 240
	E. Design Development 320	
	F. Construction Documents 1,200	
	G. Material Selection and Specification 160	
Core Minimum Hours 260	Core Minimum Hours 2,600	Core Minimum Hours 720

CATEGORY 4: Practice Management
A. Business Operations 80
B. Leadership and Service 80
Core Minimum Hours 160

All interns must earn 5,600 total hours to complete IDP.

All interns will be required to meet the **3,740 core minimum hours** once the third phase of IDP 2.0 goes into effect.

$$\begin{array}{ccccccc}
 260 & + & 2,600 & + & 720 & & \\
 \text{CORE MINIMUM HOURS} & & \text{CORE MINIMUM HOURS} & & \text{CORE MINIMUM HOURS} & & \\
 & & & & & + & 160 \\
 & & & & & \text{CORE MINIMUM HOURS} & \\
 & & & & & = & 3,740 \\
 & & & & & \text{TOTAL CORE MINIMUM HOURS} &
 \end{array}$$

$$\begin{array}{ccccccc}
 \leftarrow & & \text{Elective Hours} & & \rightarrow & & + \\
 & & & & & & 1,860 \\
 & & & & & & \text{TOTAL ELECTIVE HOURS}
 \end{array}$$

Experience earned through core hours or supplemental experience to satisfy the elective experience requirement of 1,860 elective experience hours

$$\begin{array}{ccc}
 + & 1,860 & \\
 & \text{TOTAL ELECTIVE HOURS} & \\
 \hline
 = & 5,600 & \\
 & \text{TOTAL HOURS} &
 \end{array}$$

Core Minimum Requirement Rollover

Training Area to Experience Area Examples

IF:

An intern has earned the required core minimum hours for an existing training area prior to the implementation date...

THEN:

They will be exempt from having to satisfy the required core minimum hours in the related experience area(s) in IDP 2.0.

	Hours Earned	Existing Requirement	IDP 2.0 Requirement	Hours Needed to Satisfy Minimum
Schematic Design	135	120	320 (exempt)	0

IF:

An intern has not earned the required core minimum hours for an existing training area prior to the implementation date...

THEN:

They will be required to satisfy the required core minimum hours in the related experience area(s) in IDP 2.0.

	Hours Earned	Existing Requirement	IDP 2.0 Requirement	Hours Needed to Satisfy Minimum
Schematic Design	80	120	320	320 - 80 = 240

Training Category to Experience Examples

IF:

An intern has satisfied or is exempt for all experience area core minimum hours within an Experience Category...

THEN:

They will be exempt from meeting the total core minimum hours for that experience category.

	Hours Earned	Existing Requirement	IDP 2.0 Requirement	Hours Needed to Satisfy Minimum
Bidding and Contract Negotiation	90	80	120 (exempt)	0
Construction Administration	145	120	240 (exempt)	0
Construction Phase Observation	130	120	120 (satisfied)	0
General Project Management	130	120	240 (exempt)	0
Total for Category 3	495		720 (exempt)	0

IF:

An intern has not satisfied all experience area core minimum hours within an experience category...

THEN:

They will be required to satisfy the total core minimum hours for that experience category.

	Hours Earned	Existing Requirement	IDP 2.0 Requirement	Hours Needed to Satisfy Minimum
Bidding and Contract Negotiation	90	80	120 (exempt)	0
Construction Administration	145	120	240 (exempt)	0
Construction Phase Observation	230	120	120 (satisfied)	0
General Project Management	100	120	240	240 - 100 = 140
Total for Category 3	565		720	720 - 565 = 155

Frequently Asked Questions

What is IDP 2.0?

IDP 2.0 updates the Intern Development Program (IDP) requirements to more closely align with the practice of architecture today. The changes, which are being rolled out in phases, will help ensure that interns acquire the comprehensive experience that is essential for competent practice. The changes also offer many benefits to interns by allowing them to complete some of the IDP experience requirements whether or not employed, expanding the definition of “direct supervision,” and simplifying the reporting process.

Why is IDP changing?

NCARB invited over 50,000 architects from across the United States and Canada to participate in the *2007 Practice Analysis of Architecture*. A record 9,835 practicing architects completed this extensive electronic survey to identify the tasks, knowledge, and skills that recently licensed architects, practicing independently, need to protect the health, safety, and welfare of the public. The results of this study were used as a basis for IDP 2.0, the most significant update of IDP since its inception over 30 years ago.

What has changed so far?

IDP 2.0 Phase One was launched July 1, 2009. Phase Two was launched January 1, 2010. Phase One and Two included a number of improvements that simplified the reporting process and made the IDP more user-friendly.

- Phase One and Two changes allow interns, whether or not employed, to earn training hours by completing supplementary education opportunities.
- Phase Two updated the definition of “direct supervision” to reflect current architectural practice, and training units were converted into training hours.
- Other changes include NCARB’s new electronic Experience Verification Reporting (e-EVR) system, which gives interns a more user-friendly reporting experience, and the Six-Month Rule that began on 1 July 2009. The Six-Month Rule requires all interns to submit their training reports in increments of six months or less and no later than two months after the work is completed.

Why is there a Six-Month Rule?

The Six-Month Rule was developed as a reporting requirement to help interns, together with their supervisors, identify and target deficient training areas so that they can request exposure to such experience promptly. Timely submissions are essential to ensure accurate reporting and help to facilitate regular interaction between the intern and supervisor.

What other changes are planned for IDP 2.0?

All program changes reflect the experience required for the competent practice of architecture as identified in the *2007 Practice Analysis of Architecture*. The third phase of IDP 2.0 will complete the alignment of IDP to the current practice of architecture. This final phase includes new experience areas and categories, new experience settings, and expanded program opportunities. NCARB will continue to publish detailed information on the new experience areas and categories, experience settings, the rollover rules, and examples of how the rollover of experience will appear to interns. Please be sure to check the NCARB web site regularly and sign up for the *IDP e-News* to receive these exciting updates!

Will there be a transition period for IDP 2.0?

Portions of IDP 2.0 have already launched. As each phase is implemented, all changes to the program are applicable to all interns currently participating in the IDP. During the rollout of IDP 2.0, interns will not lose hours that have already been submitted and approved.

Why can’t all the changes be implemented immediately?

All changes to the IDP require system updates to ensure that each intern’s experience can be accurately reported and verified. NCARB is aware that IDP 2.0 offers many benefits to interns, and is working to phase in the changes as quickly as possible. In fact, some of the program updates have been fast-tracked to allow interns—whether or not they are employed—to earn experience for qualified certification and continuing education programs.

When will Phase Three of IDP 2.0 be implemented?

NCARB plans to implement Phase Three of IDP 2.0 in 2011. The original implementation date of January 2011 has been adjusted to provide users with the best possible interface for reporting and verifying experience. Updates will be provided regarding the rollout of Phase Three in the fall of 2010.

How do I plan for Phase Three of IDP 2.0 if I don’t know when it will be implemented?

Interns who are close to completing IDP, should focus on the current program. Interns just beginning IDP, will want to be familiar with the new program and consider the future requirements in planning for completion of the program. A minimum of six months notice will be provided before IDP 2.0 Phase Three is fully implemented.

Information will be posted on the NCARB web site at least six months in advance of the anticipated Phase Three implementation date. Please be sure to check the NCARB web site regularly and sign up for the *IDP e-News* to receive these exciting updates!



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