

Discussing Project Requirements with a Client

Part 1: Dialogue

Emma (Architect): Thank you for meeting with me today. Let's go over the **client brief** to ensure I fully understand your project goals.

James (Client): Thanks, Emma. We're looking to build a modern office space that maximizes natural light and promotes collaboration.

Emma: That sounds great. Have you established any key **programmatic requirements**? For example, the number of meeting rooms, workstations, or specific functional spaces?

James: Yes, we need at least five meeting rooms, a large open workspace, and a break area for employees.

Emma: Understood. I'll incorporate those into the **concept development** phase to explore different layouts and styles that align with your vision.

James: Perfect. We also want to ensure that the design reflects our company's innovative culture.

Emma: Absolutely. That's where **design intent** comes in. We'll create a space that's both functional and inspiring. Do you have a specific architectural style in mind?

James: We're open to ideas but prefer something sleek and minimalistic, with sustainable materials if possible.

Emma: Great! Sustainability can be a core principle in the design. We'll also ensure **stakeholder engagement** by keeping you updated throughout the process.

James: That would be ideal. I appreciate the collaborative approach. Let's move forward with some initial sketches.

Part 2: Comprehension Questions

1. What is the purpose of a **client brief** in architectural projects?
 - (A) To finalize the construction materials
 - (B) To obtain legal permits
 - (C) To complete the engineering drawings
 - (D) To outline project goals and expectations
 2. Why are **programmatic requirements** important in design planning?
 - (A) They define functional needs for the space
 - (B) They specify the building's exterior materials
 - (C) They determine the project's financial investment
 - (D) They replace stakeholder input
 3. What role does **concept development** play in the design process?
 - (A) It establishes the overall layout and creative direction
 - (B) It ensures the contractor follows the budget
 - (C) It determines the final interior decorations
 - (D) It guarantees compliance with building codes
 4. How does **stakeholder engagement** benefit an architectural project?
 - (A) It speeds up the construction process
 - (B) It reduces the cost of materials
 - (C) It eliminates the need for client approval
 - (D) It ensures collaboration and alignment with the client's needs
-

Part 3: Vocabulary with Definitions

- **Client brief (クライアント ブリーフ)** – A document outlining the project's objectives, scope, and key requirements from the client.
- **Programmatic requirements (プログラム要件)** – The functional and spatial needs of the project, such as room allocations and usage.
- **Concept development (コンセプト開発)** – The phase where initial design ideas and layouts are created to align with project goals.

- **Design intent (デザイン意図)** – The overarching vision and guiding principles behind the architectural style and function.
 - **Stakeholder engagement (ステークホルダーの関与)** – The process of involving key decision-makers to ensure project alignment and success.
-

Part 4: Answer Key

1. **What is the purpose of a client brief in architectural projects?**
 (D) To outline project goals and expectations
2. **Why are programmatic requirements important in design planning?**
 (A) They define functional needs for the space
3. **What role does concept development play in the design process?**
 (A) It establishes the overall layout and creative direction
4. **How does stakeholder engagement benefit an architectural project?**
 (D) It ensures collaboration and alignment with the client's needs