

JOB TASK ANALYSIS REPORT FOR
INTERIOR DESIGNERS
SUBMITTED TO
THE COUNCIL FOR INTERIOR DESIGN
QUALIFICATION (CIDQ)



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Overview

Licensing candidates in a profession, selecting the best employees, or increasing the professionalization of individuals through voluntary certification are challenges met by the application of accurate measures of knowledge, skills, and abilities.

In May 2024, a group of 11 Subject Matter Experts met to perform a job task analysis for the Council for Interior Design Qualification's NCIDQ Examination. During the job task analysis, the meeting participants identified all the duties and tasks performed by Interior Designers, as well as the underlying knowledge, skills, and abilities required to perform those tasks.

Following the meeting, an online survey was created to validate the results of the job task analysis and finalize the examination blueprints for the NCIDQ Examination. The online survey was administered to Interior Designers across North America. After the survey closed, a subset of the original group of Subject Matter Experts met to finalize examination blueprints and establish exam length and seat time.

In total, approximately 2,200 subject matter experts across North America participated in the job task analysis. This report presents a detailed description of the process, as well as the results of the job task analysis.

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Introduction

Job or task analysis is the process or procedure for analyzing the tasks performed by individuals in an occupation, as well as the knowledge, skills, and abilities required to perform those tasks. Specifically, job analysis can be defined as “any systematic procedure for collecting and analyzing job-related information to meet a particular purpose” (Raymond, 2001, p. 372). Job analysis can be used for multiple purposes including, but not limited to, job description, job classification, job evaluation, performance appraisal, training, worker mobility, workforce planning, efficiency, safety, and legal and quasi-legal requirements (Brannick, Levine, & Morgeson, 2007). Job analysis is traditionally used by secondary and post-secondary educators, business or industry trainers, government or military trainers, and test developers. Although there are multiple methods for conducting job or task analyses, for this job task analysis, a variation on the DACUM method was used.

Methods

Job Task Analysis Process Overview

A job analysis or task analysis is a foundational requirement of any valid credentialing program and helps to identify the core knowledge areas, critical work functions, and/or skills that are common across a representative sampling of current practitioners or job incumbent workers. Empirical results from the task analysis provide examinees and the public the basis of a valid, reliable, fair, and realistic assessment that reflects the skills, knowledge, and abilities required for competent job performance. The services of Professional Testing were secured to complete an updated job task analysis for Interior Designers for the Council for Interior Design Qualification (CIDQ).

CIDQ contracted with Professional Testing, who used the knowledge from subject matter experts (SMEs) and Psychometricians with expertise in job task analysis to prepare a comprehensive list of duties and tasks performed by Interior Designers, along with the corresponding knowledge, skills, and abilities (KSAs) required of Interior Designers. The process used for this job task analysis was a variation of the DACUM method.

The task analysis began in May 2024 and concluded in October 2024.

DACUM Focus Group Meeting

The focus group met for two and a half days, in person, in Denver, Colorado from May 3-5, 2024. There were 11 SMEs involved in the focus group. The SMEs were hand selected by CIDQ based on the type of work that they do, the number of years they have been practicing in the industry, and their geographic location. A list of participants is included in Table 1.

Table 1: DACUM Focus Group Participants

Participant	Company and Title	Geographic Location
Tyson Baker	Lead Interior Designer, PGAV Destinations	St Louis, Missouri
Marcela Cycedo	Design Manager, Gensler	New York, New York
Shannon Darnell	Director of Interior Design, Zervas Group	Bellingham, Washington
Nicole Degliomini	Interior Designer, Gensler	New York, New York
Shekesia Joyner	Creative Director, Art & FACT Design Studio	Washington, DC
Mia Kile	Associate Professor, University of Oklahoma	Norman, Oklahoma
Stephanie Kraiss	Project Manager, CBRE	Chicago, Illinois
Karen Kuhn	Project Architect / Sr Interior Designer / Sr Associate, HOK	Denver, Colorado
Yiran Allyse Li	Founding Partner, RAAW Contracting Ltd.	Vancouver, British Columbia, Canada
Heather Mastrangeli	Owner & CEO/Interior Designer, Innovatus Design	Chicago, Illinois
Katie Parmele	Interiors Project Manager, Marmol Radziner	San Diego, California

The meeting began with an introduction to Job Task Analyses, followed by a brainstorming session regarding the big picture areas of work completed by Interior Designers. Next, the participants identified all job duties associated the profession of Interior Designers followed by all corresponding tasks within each duty.

Once all of the job duties and tasks were identified, the committee began to identify the knowledge, skills, and abilities required to perform the identified job tasks. Upon identification of all knowledge, skills, and abilities, the participants talked about the validation survey and provided input into demographic questions.

Lastly, the SMEs engaged in a discussion about how the identified duties and tasks should map to a series of exams. The goal was not to finalize the number and length of exams, but rather to determine if the total number of exams associated with the NCIDQ Examination could remain three exams or if it should be increased or decreased.

Validation Survey

An online survey was drafted to validate the results of the focus group and to see if any identified duties and tasks were missing. The survey was administered between July and August 2024. Professional Testing used an online survey software system to administer the survey. Survey invitations were sent to all NCIDQ Certificate holders, as well as any candidates or applicants in the CIDQ database who have not yet earned their NCIDQ Certificate. There were also links to the survey provided to membership organizations (ASID, IDC, and IIDA) to share with their members. Any device with an internet connection could be used to access the survey.

Survey participants received a direct email from CIDQ describing the purpose for the online survey and inviting them to participate. The email requested input regarding the job tasks routinely performed by interior designers. The survey participants were directed to the survey website to complete the survey. The online survey consisted of approximately 50 job task statements addressing professional duties performed by interior designers.

Development of Task Rating Scales for the Online Validation Survey

The first step in developing the online validation survey is to identify the rating scales with which survey participants will rate the tasks performed by an interior designer. There are multiple models of rating scales used in job analyses; however, for the purposes of this study, two survey scales were used: task frequency and criticality.

Task frequency is simply how frequency each task is performed. It was chosen because, as identified in Newman, Slaughter, & Taranath, those tasks that are performed more often should have a higher emphasis placed on them (1999). Task criticality, however, is defined as the potential harm to public health, safety, and welfare if the task is performed incorrectly or not at all. As Shimberg stated, “tests used for licensing must be able to help identify those who possess the knowledge, skills, and abilities to perform critical tasks in a manner that will adequately safeguard the public health, safety, and welfare” (1981, p. 1140). The levels of each of the two rating scales are illustrated below:

Frequency	Criticality
Perform Very Often – 4	Serious or severe harm – 2
Perform Fairly Often – 3	Moderate level of harm – 1
Occasionally Perform – 2	Little or no harm – 0
Seldom Perform – 1	
Never Perform – 0	

Development of Demographic Questions for the Online Validation Survey

The second step in developing the online validation survey is to identify key demographic questions to ensure the representativeness of survey respondents and help evaluate possible threats to the validity of survey responses. Participants from the focus group, along with input from CIDQ and Professional Testing, identified the following demographic questions:

- Are you currently an active NCIDQ Certificate holder?
- How long have you been working in interior design or a related field?
- With what type of organization are you currently employed?
- What is your primary role in your organization?
- On average, what percentage of your time in your primary role is dedicated to each phase of the interior design process?
 - *Participants were asked to provide approximate percentages of time spent on the following phases: Project Management, Programming and Conceptual Design, Schematic Design, Design Development, Construction Documentation, and Construction Administration.*
- What area(s) does your primary role cover? *Select all that apply.*
- Do you supervise/mentor entry-level interior designers?
- How many interior designers are on staff at your primary place of employment (local office)?
- How many total employees are on staff at your primary place of employment (local office)?
- What is your primary area of Interior Design expertise?
- Aside from the primary area of expertise identified in the previous question, in what other areas do you have experience? *Select all that apply.*
- In what state, province, or jurisdiction is your primary employment located (local office)?

- Do you primarily work in a jurisdiction in which the practice of Interior Design is regulated (i.e., legislation which regulates the Interior Design profession such as a Title Act, Practice Act, Permitting Privileges, etc.)?
- Which of the following best describes your highest educational achievement?
- What is your age?

A copy of the survey can be found in Appendix B.

Post-Survey Review Meeting

A second focus group met virtually for six hours between September 9th and October 4th, 2024 to review the results of the survey. There were six SMEs involved in the second focus group. Like the previous focus group, the SMEs were hand selected by CIDQ based on the previously identified factors. A list of participants is included in Table 2.

Table 2: Post-Survey Review Focus Group Participants

Participant	Company and Title	Geographic Location
Tyson Baker	Lead Interior Designer, PGAV Destinations	St Louis, Missouri
Nicole Degliomini	Interior Designer, Gensler	New York, New York
Mia Kile	Associate Professor, University of Oklahoma	Norman, Oklahoma
Karen Kuhn	Project Architect / Sr Interior Designer / Sr Associate, HOK	Denver, Colorado
Yiran Allyse Li	Founding Partner, RAAW Contracting Ltd.	Vancouver, British Columbia, Canada
Shannon O'Reilly	Manager, Interior Design, University of Toronto	Toronto, Ontario, Canada

The purpose of the second focus group was to review the results of the validation survey. They had the following goals:

- Review all tasks ratings to see if tasks should be removed based on lower ratings and/or revised for clarification
- Review the write-in responses to see if anything was missing from the final job task analysis or if anything needed to be edited or changed

- Determine the final examination blueprints and weights including number of test items and seat time

The focus group ended the meeting with a discussion about innovative items and whether all three exams of the NCIDQ Examination could and/or should include advanced item types.

Results

DACUM Focus Group Meeting

The results of the initial DACUM meeting were 53 job tasks spread across six job duties. An outline of duties and tasks are provided below in Table 3.

Table 3: Duties and Tasks Identified by DACUM Focus Group

Duties and Tasks	
A	Project Management
A.01	Evaluate Project Feasibility and Due Diligence
A.02	Identify Project Stakeholders
A.03	Manage Project Schedule
A.04	Manage Proposals and Contracts
A.05	Manage Project Team
A.06	Manage Project Budget
A.07	Obtain Project Approvals
B	Programming and Conceptual Design
B.01	Perform Site Analysis
B.02	Determine User Needs
B.03	Evaluate Existing Building Conditions
B.04	Establish Best Practices of Design
B.05	Perform Project Research and Development
B.06	Perform Sustainability Analysis
B.07	Determine Design Intent
B.08	Validate Project Program
B.09	Create Programmatic Diagrams
B.10	Perform Initial Code Analysis
C	Schematic Design
C.01	Complete Space Planning (e.g., floorplan)
C.02	Create Initial Drawings (e.g., elevations, RCP, finish plans, sections)
C.03	Identify Finish Materials
C.04	Identify Significant FF&E
C.05	Refine Design Intent
C.06	Perform Code Review
C.07	Visualize Design
D	Design Development
D.01	Initiate Life Safety and/or Occupancy Plan
D.02	Initiate Consultant Coordination
D.03	Initiate Equipment and Building System Integration

Table 3: Duties and Tasks Identified by DACUM Focus Group

Duties and Tasks	
D.04	Develop Construction Plans
D.05	Refine RCP
D.06	Initiate Schedules
D.07	Develop Initial Finish Plan
D.08	Develop Elevations
D.09	Refine Furniture Plans and Specifications
D.10	Prepare Specifications
D.11	Perform Code Review
E	Construction Documentation
E.01	Coordinate Consultant Drawings and Specifications (e.g., lighting, plumbing, electrical, equipment)
E.02	Complete Demolition Plan
E.03	Complete Construction Plan
E.04	Complete RCP
E.05	Complete Finish Plan
E.06	Complete Power, Data, and Communication Plan
E.07	Complete Schedules
E.08	Complete Elevations
E.09	Complete Details and Sections
E.10	Complete FF&E Plans and Specifications
E.11	Complete Code Review
E.12	Complete Specifications
F	Construction Administration
F.01	Facilitate Permit Process
F.02	Facilitate Procurement/Bid (Tender) Process
F.03	Facilitate the Construction Process
F.04	Participate in the Change Process
F.05	Perform Site Visits
F.06	Conduct Project Close-Out

The focus group identified 319 knowledge statements, and 119 skills, abilities, or attributes required of Interior Designers to perform the 53 identified tasks. The complete list of duties, tasks, knowledge, skills, abilities, and attributes identified in the initial DACUM meeting can be found in Appendix A. The committee also concluded that the NCIDQ Examination could continue to consist of three exams.

Validation Survey

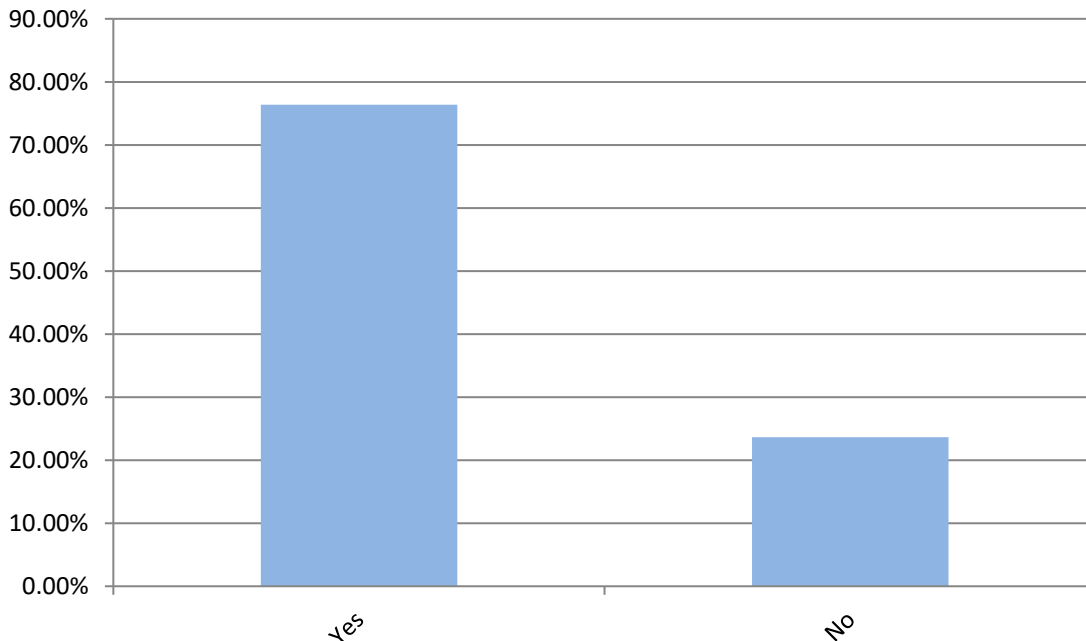
Response Rate and Representativeness of Online Validation Survey

Of all participants invited, a sample of 2,174 responded to the survey. The sample size of approximately 2,200 respondents is large enough to allow reasonable confidence in the results of the survey.

The background and demographic portions of the survey assist with determining how representative the survey respondents are of the population of interest.

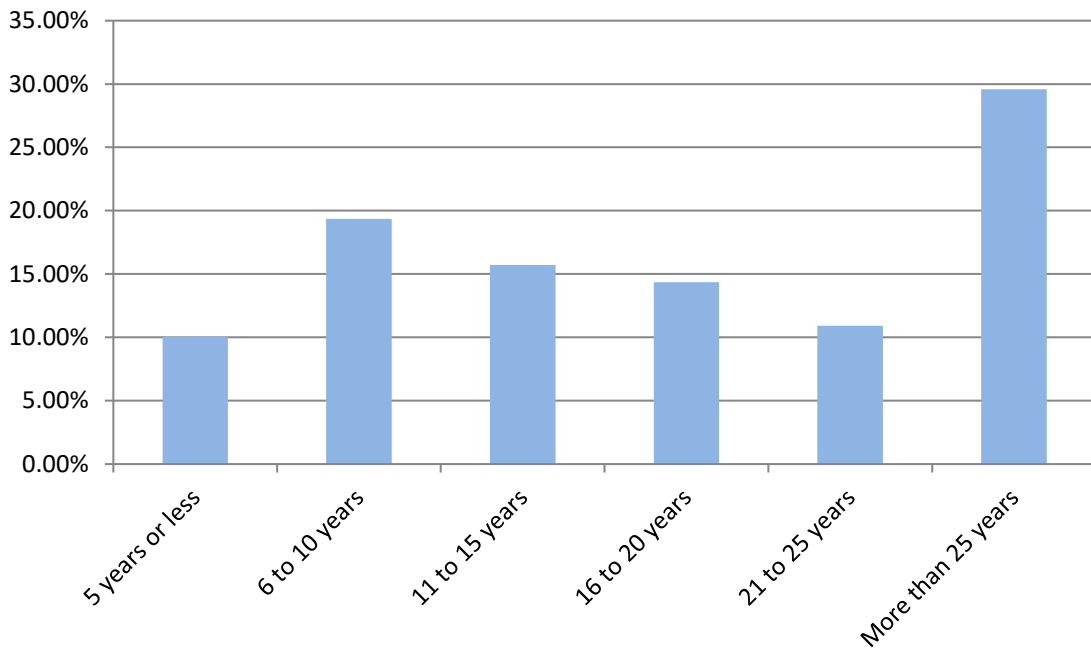
The first question asked of all survey participants was “Are you currently an active NCIDQ Certificate holder?” The majority of individuals, 76.37%, selected “Yes,” as illustrated in Figure 1.

Figure 1: Active NCIDQ Certificate Holder



Survey respondents reported how long they had been working in interior design or a related field. The highest percentage of respondents, 29.59%, responded “More than 25 years,” as indicated in Figure 2.

Figure 2: Years Working in Interior Design or Related Field



Survey participants reported the type of organization where they are currently employed. The highest percentage of respondents, 36.09%, reported working at an “Architecture Firm,” as indicated in Figure 3. Respondents had the ability to write-in which type of organization they are currently employed at, and their responses are listed in Table 4.

Figure 3: Organization Type of Current Employment

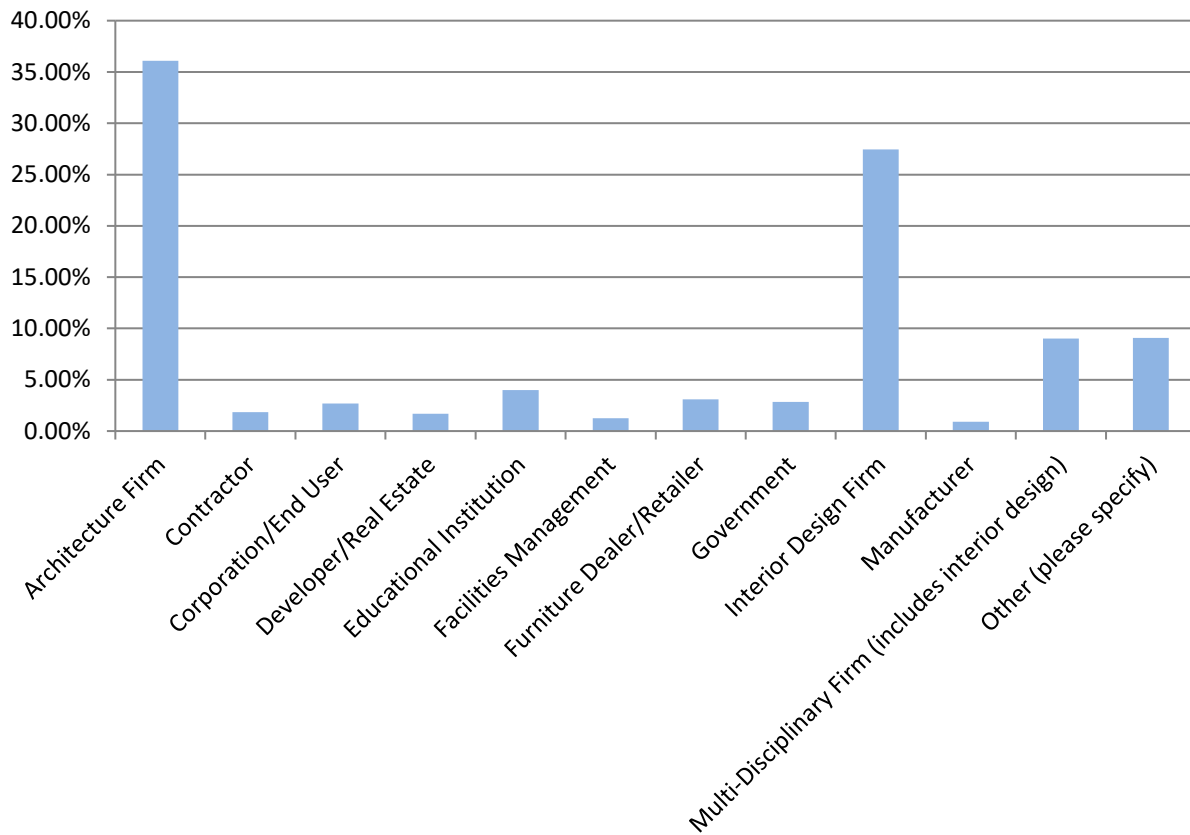


Table 4: Write-In Responses for Organization Type of Current Employment*

Write-In Responses	
A & E firm	A/E Firm
ARCHITECTURAL DESIGN	Architectural Firm
Architecture & Engineering Firm, that also	Architecture and Engineering Firm
Architecture and Interior Design	Architecture and interior firm
Architecture publication	Architecture/ Engineering Firm
Art Consultant for Commercial Developers	ashley furniture- store designer
Cabinet Showroom	Cabinetry and countertop Kitchen and Bath
Certification organization	Commercial mover
Construction Company with design	construction company/design build
Consultancy	Consultant
Consulting	Contractor
Corporate real estate	Corporate Retail

Table 4: Write-In Responses for Organization Type of Current Employment*

Write-In Responses	
corporate facilities	Custom Millwork & Casework
Design-Build	Dental/Medical Equipment Dealer
Design and Build	Design and construction
Design and Construction Management	DESIGN BUILD
Design build	Design Build Contractor and Furniture
Design Build Firm	Design Build, Construction, A&E
design firm	Design Firm w/ Architects & Interior
Design Studio - Solo	Design, procurement, installation firm
Design, Project and Construction	Design/Build
Design/Build	Design/Build Company
Design/Build Firm	Design-Build
Design-Build Firm	Design-Build Firm (includes architectural
Education	Education and Independent Interior
Education and Interior Design contracts	Educational Institution and Interior Design
Educator and have my own ID business	Engineering & Architecture Firm
Engineering firm	Engineering/ Architecture Firm
Facilities planning state government	Fast Casual Restaurant Franchise
Federal Government	FF&E OS&E Procurement
Flooring Dealer	Focusing on new construction and remodels
Foodservice (Consultant) Design (includes	Foodservice Design Firm
Freelance	Freelance / Self Employed
Freelance Interior Architect	Furniture manufacturer and interior design
Gaming	General Contractor
Global Real Estate	Government contracted A-E firm
Health care system	Healthcare
Healthcare	Healthcare Facility
healthcare institution	Healthcare owner
Healthcare System	Healthcare owners side
Higher Ed State Institution- Capital Projects	Historic Preservation Design
Hospital - Space Planner / Interior Architect	Hospital Network
Hotelier	I am working in a multidisplinary firm where
I own my companies- Furniture Brand, Paint	I own my own business LLC
I teach & practice as an architect	I'm self employed, in my interior design
Independent	independent interior designer / space
Independent Contractor	independent interior design consultant
independent interior design, residential.	Independent Interior Designer
In-house design team for a major	In-house Healthcare Design and
Integrated Healthcare Delivery System	Interior Architecture
Interior Architecture and Design Firm	Interior Architecture Firm
Interior Designer for medical facility	Interior Design (own LLC)

Table 4: Write-In Responses for Organization Type of Current Employment*

Write-In Responses	
Interior Design + Furniture Manufacturing +	Interior Design and Architecture
Interior Design Firm and Educational	Interior Design/ Architecture Firm
Interior Designer/ Assistant Professor	Kitchen & Bath Design/Distributor
Kitchen + bath design	kitchen and bath design firm
kitchen and bath design showroom	Kitchen and Bath Designer
Lowes	Lumber Company with on staff Architect
Lumber yard including cabinets	Lumber yard with an Architecture and
Metropolitan Library System	Multi-Family Residential (In house designer)
Museum	my own ID firm
New Home Builder - Residential	on leave from an Architectural Firm
Own Company Optimizer	own my own company
own my own firm	Owner
Owner Interior Design Firm-note: Your math	Owner of Interior Design Firm
owner/brand & design	Paint and Flooring Dealer
Part-time design consultant	Principal of my firm
Private Consultant as Interior Designer	private contractor
Project Management	Project Management Firm
Real Estate Brokerage/Property/Project	Religious
Renovation company doing design-build	residential desgn
Residential kitchen and bath design, sales of	Retail
Retail (Kitchen	Self
Self - Professional Organizer/Interior	self consultant to architectual firms
self employed	Self employed
self employed - interior design	Self Employed - Owner of Thornton Interior
Self employed and a contractor too	self employed architectural and interior
Self employed Architecture and Interior	Self employed consultant
Self employed Design Firm	Self employed drain company
self employed ID	Self Employed Interior Design/Project
self employed interior designer	Self employed multi-disciplinary
self employed, developer realtor, consulting	Self Employed, LLC - Interior Architecture &
Self Employed/Independant Contractor	Self-Employed
Self-Employed / Cad Technician	Self-employed interior architectural
Self-Employed Interior Design Firm	Self-employed interior design firm and
Self-employed; commercial interior design	semi retired
Semi-Retired	Semi-retired sole proprietor interior
Senior living	Senior Living Facility (Design Assistant to In-
Single Member LLC Commercial Interior	Single practitioner and educator
Sole Proprietor - we do everything in-house	Sole Proprietor, Residential Interior Design
Specialize in luxury new construction	Stone & Tile Showroom
Structural Engineering Firm	Themed Entertainment Company

Table 4: Write-In Responses for Organization Type of Current Employment*

Write-In Responses	
Transport / government	University Design & Construction
WBE owned studio specializing in	We do both Architecture and Interior
Window Treatments	

*Note: responses are listed here exactly as they were entered in the survey. Typographical and grammatical errors were not corrected.

Survey respondents were asked what their primary role is in their organization. The highest percentage of respondents, 49.89%, reported “Interior Designer,” as indicated in Figure 4. Respondents had the ability to write-in what their primary role in their organization is, and their responses are listed in Table 5.

Figure 4: Primary Role in Organization

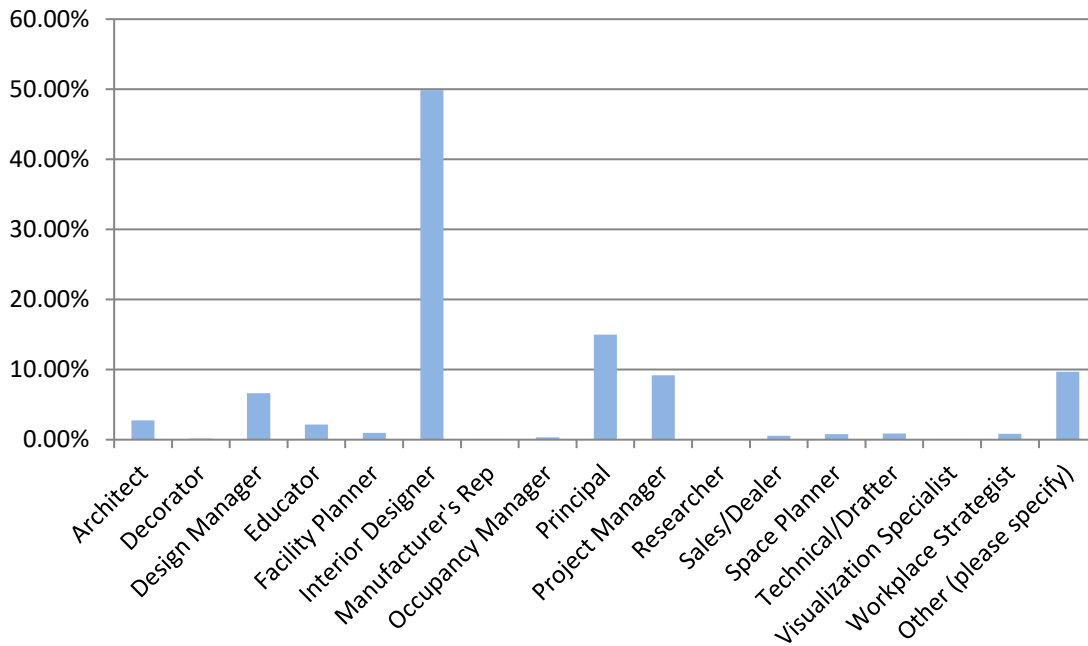


Table 5: Write-In Responses for Primary Role in Organization *

Write-In Responses	
50% Managing Director/PM + 50% Quality	Account Manager

Table 5: Write-In Responses for Primary Role in Organization *

Write-In Responses	
Advisor in architecture and planning	All roles, interior architecture and design
All the above	Architectural and Design Consultant
Architectural Designer	Architectural Interior Designee
Architectural Interior Designer	Architectural Project Manager and Lead
Architecture and interior design	Associate Principal/Interior Designer
BIM Administrator	Building Inspector
CAD Administrator	CAD Interior Technologist
CAD Specialist and Interior Designer	CEO
Chief Design Engineer	Chief of design
Co-Founder & CEO	Commercial Kitchen Designer
Commercial Team Lead / Senior Designer	Consultant
Consultant	COO & Director of Interior Design
Coordinator	Corporate real estate
Creative Director \ Manager	Curatorial team manager
Decorator as well as space planning and	Design & Project Manager
Design Assistant (I assist with PM and	Design Director
Design director	Design Engineer
Design Intern (Interior Design)	Design/Sales/Specification/Bids
Designer - Show Set & Facility	Designer (Interior Architecture focus) and
Designer Project Manager	designer, principal, design manager, project
designer, structural detailer	Designer/ Project Manager
Designer/Project Manager	Director
Director (department head)	Director design & devt purchasing
Director of Design	Director of Facilities Planning and
Director of Interior Design	Director of Interior Design
Director of Interior Design (for 4 offices)	Director of Interior Design/Business
Director of Interiors / Associate Principal	Director of Interiors, Associate Partner
Director overseeing design and architectural	Drafting & Design
Educator and Interior Designer, LEED and	Equally Design & Project Management
Equipment Planner	Everything on the list
Executive	Facilities Director
Facility Director	Facility Planner, Furniture Buyer, Office
FF&E OS&E Procurement	FF&E Specialist
FF&E Specialist Designer	Founder & Principal Designer
Furniture Specialist	General Manager VP
Head of Interior Design	Hi
Historic preservation specialist	I take on multiple roles: interior designer,
I teach & practice as an architect	I work as an architecture and interior design
I work in a small firm so we do it all - design,	Instructor
Interior architect	Interior architect

Table 5: Write-In Responses for Primary Role in Organization *

Write-In Responses	
Interior Architecture Designer	Interior Architecture Lead
Interior construction lead	Interior Department Lead Designer and
Interior Design Assistant	Interior design director
Interior Design Director	Interior Design Educator
Interior design educator	Interior Design Manager
Interior Design Project Coordinator	Interior designer and adjunct faculty
interior designer with a builder's license	Interior Designer, Project Mgr, Sales, Space
Interior Designer, Realtor, Construction	Interior Designer, Visualizer, Vastu
Interior Designer/ Project Manager	Interior designer/ space planner
Interior Designer/Architect	Interior Designer/FF&E Specialist
Interior Designer/Owner/Build Team	interior project leader
Interior Studio Manager, Firm Associate	Interiors specialist
Jack of all trades	Job Captain
Junior interior designer	Kitchen & Bath Designer
Kitchen + bath design	Kitchen and Bath designer
Kitchen Designer, but also Sales/Dealer	Managing Director of Design & Interior
Managing Director/Interior Designer	Many roles: Asst Manager, Detailer, Interior
Medical planner	Merchandising Manager - design of model
most of the above!	Owner
Owner / Principal Designer / Project	Owner and senior designer
Owner interior designer	Owner of Interior Design Firm
Owner, all aspects	owner, architect, interior designer - sole
Owner, designer, project manager	Owner, Principal
owner, solopreneur	Owner/ Principal Interior Architect and
Owner/Creative Director	Owner/interior designer
Owner/Sr. Interior Designer	Partner
Permit technician, office manager, technical	PM and designer
Portfolio manager	Practice Leader
President/CEO	President/Owner/Principal Interior Designer
Principal	Principal
Principal and i am licensed interior designer	Principal and Owner
Principal Designer in a Design / Build	Principal Designer/Owner
Principal Director of Interior Design	principal interior designer
Principal of Design	Principal of Interior Design
Principal, Design Director	Principal, Interior Design. (Management)
Principal, Lead Interior Designer, Drafter,	Principal, project manager, interior
Product Application Specialist	Professional Engineer
Program Manager who oversees all aspects	Project coordinator
Project Designer	Project Designer and Manager
Project Manager & Interior Designer	Project Manager / Client Representative

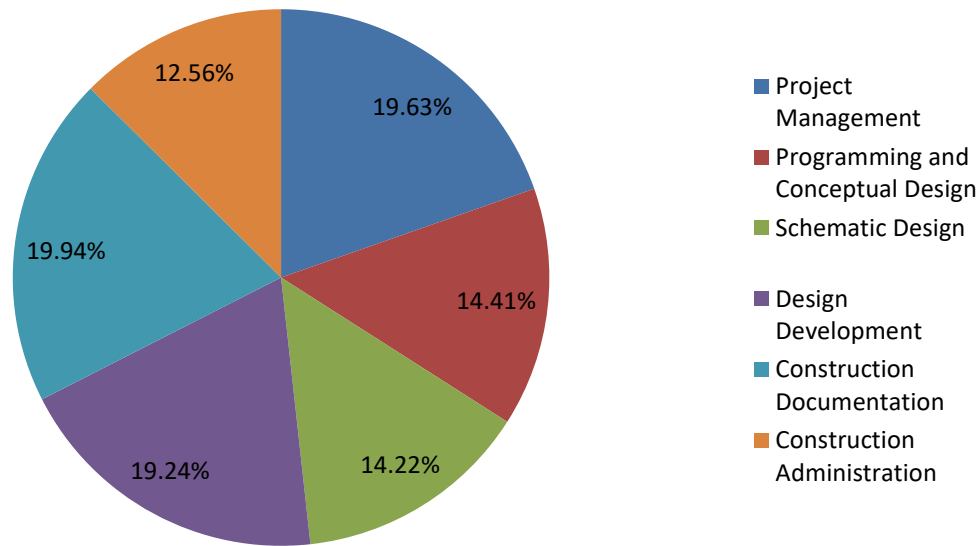
Table 5: Write-In Responses for Primary Role in Organization *

Write-In Responses	
Project Manager/Interior Designer	Quality & Training Manager
Quality Manager	Registered Interior Designer
Requirements gathering, design oversight,	Residential Architectural Designer
Residential Construction Contractor	retail designer
RID	sales marketing interior design general
Senior Associate	Senior Customer Engagement Strategist
Senior Designer	Senior Interior Designer
Senior interior designer and contractor	Senior Interior Designer, Market Specialist,
Showroom Consultant	Showroom Manager
Showroom manager / designer	Space Management Architect
Space Planner, Technical Drafter, Interior	Sr Director
Sr. Interior Designer	Store Planner
Strategic Foresight	Studio Manager
Sustainability Leader	Team lead - interior designer / project
Technical Practice Leader for	varies with assignment educator to quality
Vice President	Vice President
Vice President of Design	Vice President, Design
VP of Design & Development	We do Architectural, Interior Design, Project
Workplace Consultant (Sales/Design/Project	Workplace Design Specialist
Workplace practice leader	

*Note: responses are listed here exactly as they were entered in the survey. Typographical and grammatical errors were not corrected.

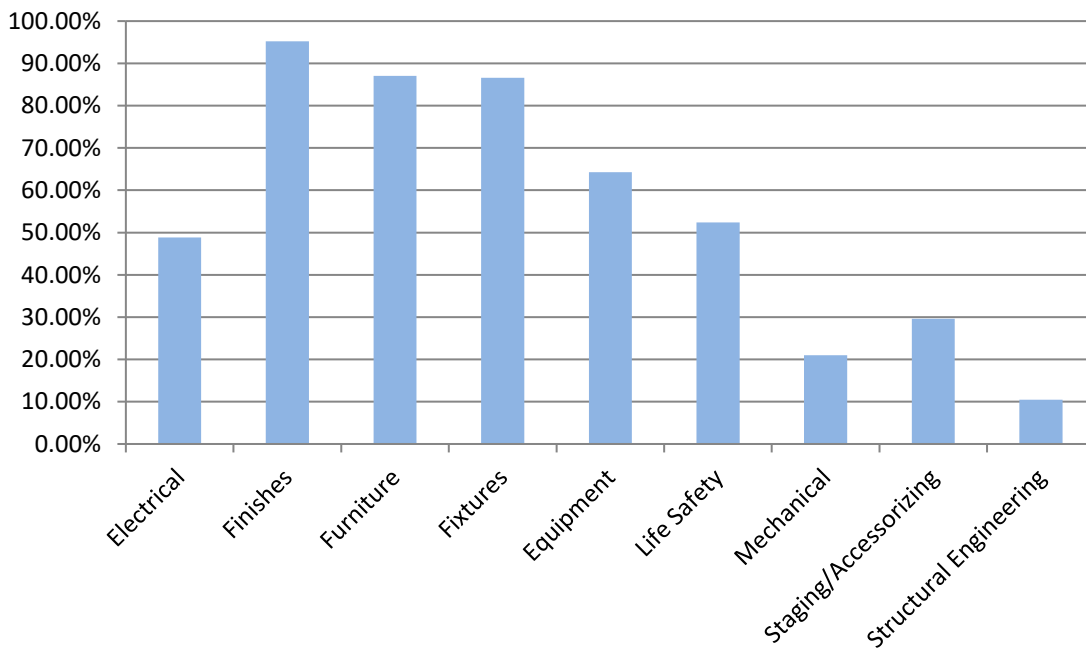
Survey participants were asked to report what percentage of their time in their primary role is dedicated to each phase of the interior design process. The phase with the highest average percentage of time spent by respondents, 19.94%, was “Construction Documentation,” as illustrated in Figure 5.

Figure 5: Average Time Spent on Each Phase of Interior Design Process



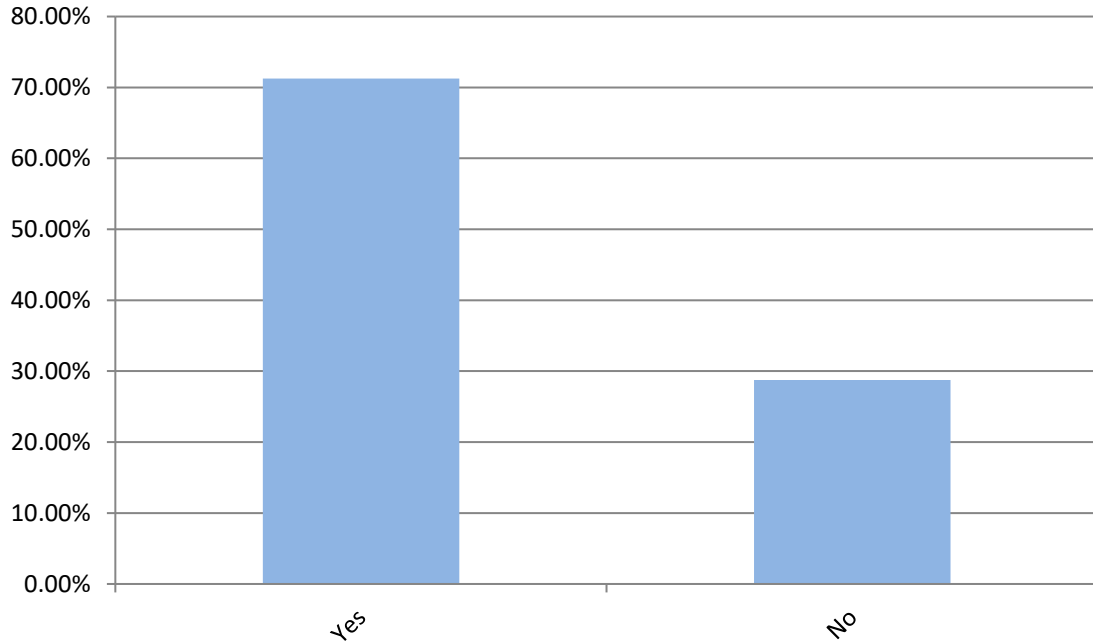
Survey respondents reported which area(s) their primary roles covered. The highest number of responses, 95.19%, indicated "Finishes," as illustrated in Figure 6.

Figure 6: Area(s) Covered by Primary Role



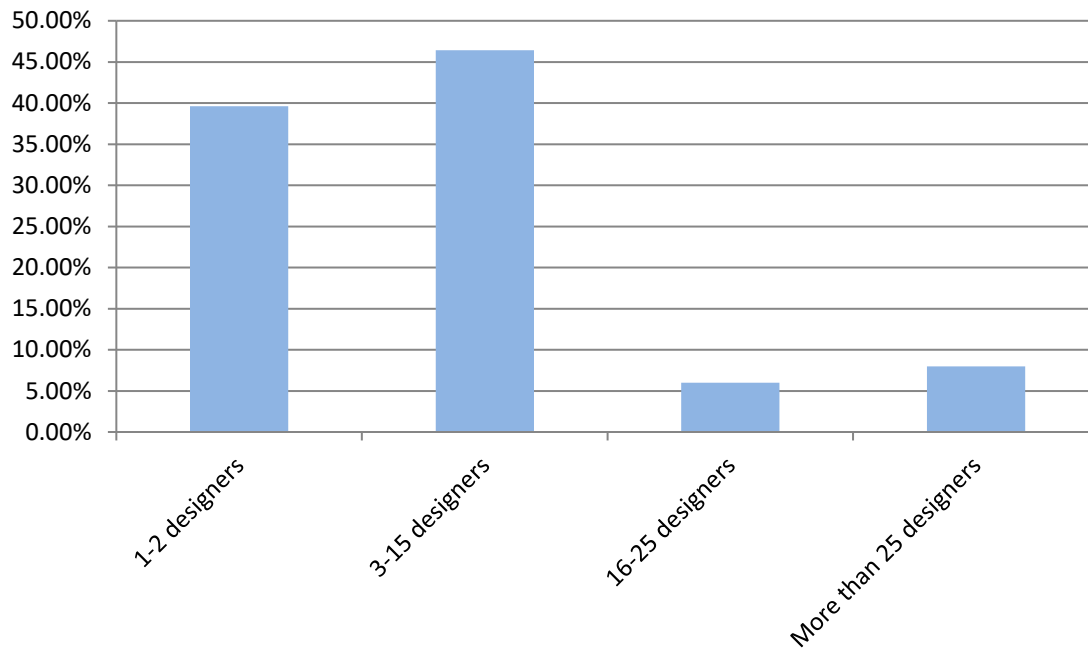
Survey respondents were asked if they supervise/mentor entry-level interior designers. The majority of respondents, 71.25%, reported "Yes," as illustrated in Figure 7.

Figure 7: Supervise/Mentor Entry-Level Interior Designers



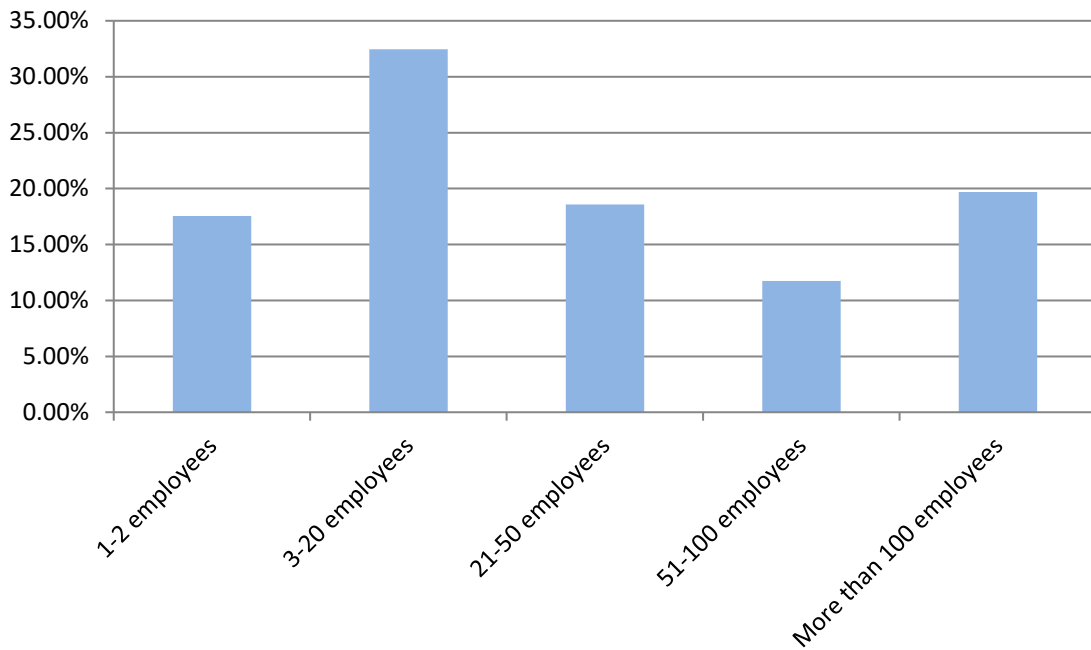
Survey respondents were asked the number of interior designers on staff at their primary place of employment. The highest percentage of respondents, 46.44%, reported "3-15 designers," as illustrated in Figure 8.

Figure 8: Number of Interior Designers on Staff at Primary Place of Employment



Survey respondents were asked the total number of employees on staff at their primary place of employment. The highest percentage of respondents, 32.44%, reported “3-20 employees,” as illustrated in Figure 9.

Figure 9: Number of Total Employees on Staff at Primary Place of Employment



Survey respondents reported their primary area of Interior Design expertise. The highest percentage of respondents, 29.46%, reported “Corporate/Office,” as indicated in Figure 10. Respondents had the ability to write-in what their primary area of Interior Design expertise is, and their responses are listed in Table 6.

Figure 10: Primary Area of Interior Design Expertise

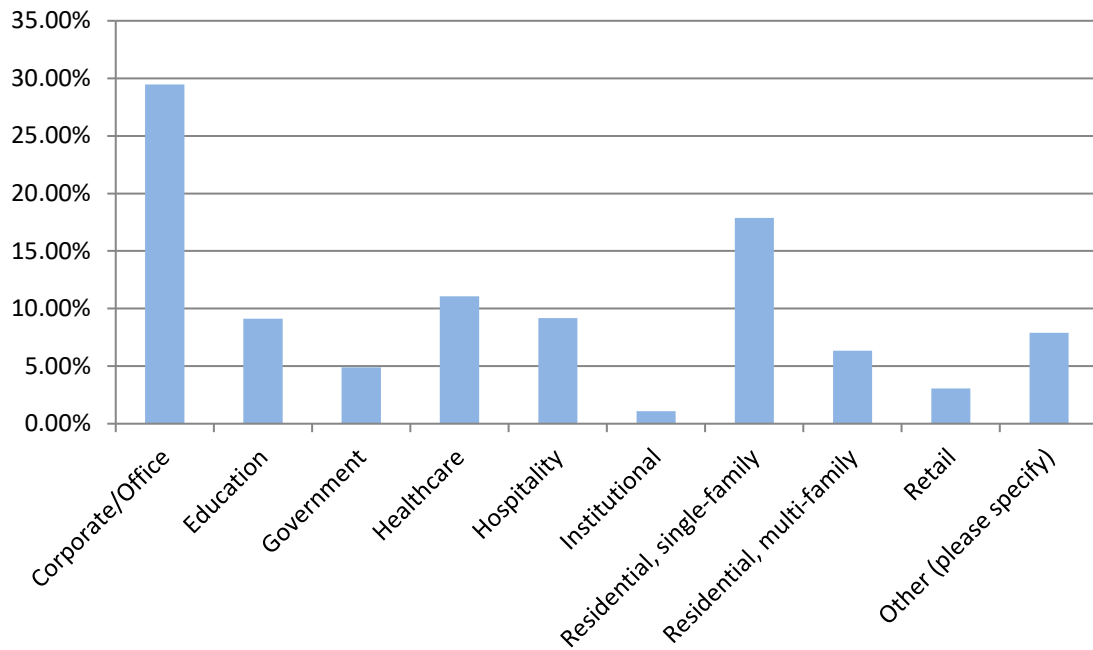


Table 6: Write-In Responses for Primary Area of Interior Design Expertise*

Write-In Responses	
40% Corporate, Hospitality and 60%	50% corporate & 50% single family
adaptive reuse	Adaptive reuse, capturing hospitality, multi-
All areas	All of the above
all of these noted above	All residential dwellings
Also Residential, Colour specialist Healthcare	Athletics
Aviation	Aviation
Aviation, Transportation	Banking now
Behavioral Health	Broad experience in 40 years work -
Building Construction and Bridge	Casino Integrated Resorts/Hospitality
Churches & Wedding Venues	Churches/ residential
City and State Municipal Buildings, Rec and	Civic
college and university	Commercial - fitness
commercial interiors	Commercial, not specialized
Commercial/Warehouse	common area in residential
Community	Community, corporate, healthcare
Condo & Home Renovation & Commercial	Condos at hotel properties
Corporate office	Corporate Office Headquarters for
Corporate offices, government, some	corporate, higher ed, health care,

Table 6: Write-In Responses for Primary Area of Interior Design Expertise*

Write-In Responses	
Corporate, residential single and multi, and	Corporate/Healthcare/Government
Corporate/Hospitality Split	Corporate/office and Residential single
Corporate/residential	Cultural
Culture and Performing Arts	Daycare
Defense industry offices and support	Dental
Destinations	Entertainment
equal amount of residential and commercial	Equal combination of hospitality, residential
Equal parts - workplace, government,	Equal Residential single-family and offices
even mix of corporate/office and	fairly even mix of residential, hospitality and
Financial buildings	Financial Institutions & Administrative
Fire & Emergency Services	Food and Beverage, Commercial/ Corporate
Foodservice Design	Government / Dept of Defense
Government healthcare	Healthcare and Health Research
Healthcare, Corporate	Healthcare/Corporate/Senior Living/Multi-
Hi End & Multi-disciplined - Corporate,	Higher Education
Higher Education Buildings	Higher Educational Institution/ University
Historic Preservation	Historic preservation
Hospitality, Banking, office , condominium	I am an educator and I cover residential and
I am doing hospitality, residential, single and	I'm working primarily as an unlicensed
Industrial	Industrial (office/warehouse spaces)
Industrial office warehouse	Industrial/Laboratory
Industrial/Life Science/Full Manufacturing	Institution / Local Government / Education
K-12, Firestations, Offices	Kitchen and Bath
Laboratory design / science & technology	Laboratory/health sciences
Libraries	Life Sciences
Lighting Design	Many varied areas
Medical Education	Millwork
Mixed use	Mostly government funded housing,
Multi-Dis	multiple disciplines apply
Multiple expertise areas in Corporate,	multiple sectors. primarily municipal (fire
multiple, theme parks, F&B and retail	Multiple: Corporate, multifamily, single
Municipal	Museum
NA	Non-corporate.
Office, Hospitality and Residential	Permanent Supportive and Affordable
Primarily residential now, but 5 yrs of	Public (libraries, courthouse, etc.)
Public Buildings including corporate offices	Religious
Religious	Religious - Churches
Religious Facilities	Religious high end custom
Religious organizations	Religious Studio
religious, incorporating commercial and	Res-comm-retail-hospitality-hcare

Table 6: Write-In Responses for Primary Area of Interior Design Expertise*

Write-In Responses	
Research and Education	Residential and small
Residential Kitchen and Bath Design/Sales	Residential Multi Family, Consulting for
Residential, Senior Living	Residential, Single-Family & Hospitality
Restaurant	Restaurant
Restaurant Retail	Retail and Hospitality
retail/ single family 60/40 ration based on	Science & Technology w/ Office
Science and Technology	Senior Communities
Senior Living	Senior Living
Senior living, multifamily	shopping Mall and restaurant
Sport	Sports
Sports and entertainment	Sports and Recreation
Student Housing	Sustainability
Sustainable residential interiors	Sustainable small scale buildings
Target market - education, government,	Themed Entertainment
Themed Entertainment, Theme Parks,	Variety
was national healthcare expert and have	we are in a rural area and I have worked in
We do both Commerical and Residential	We do corporate, Resi multi and single
We specialize in multiple of these	We teach corporate, healthcare, hospitality,
workplace, building repositioning, landlord	

*Note: responses are listed here exactly as they were entered in the survey. Typographical and grammatical errors were not corrected.

Survey respondents were asked what other areas of Interior Design they have experience in, aside from their previously reported primary area of expertise. The highest percentage of responses, 56.61%, indicated experience in “Corporate/Office,” as indicated in Figure 11. Respondents had the ability to write-in what additional areas of Interior Design they have experience in, and their responses are listed in Table 7.

Figure 11: Additional Areas of Interior Design Experience

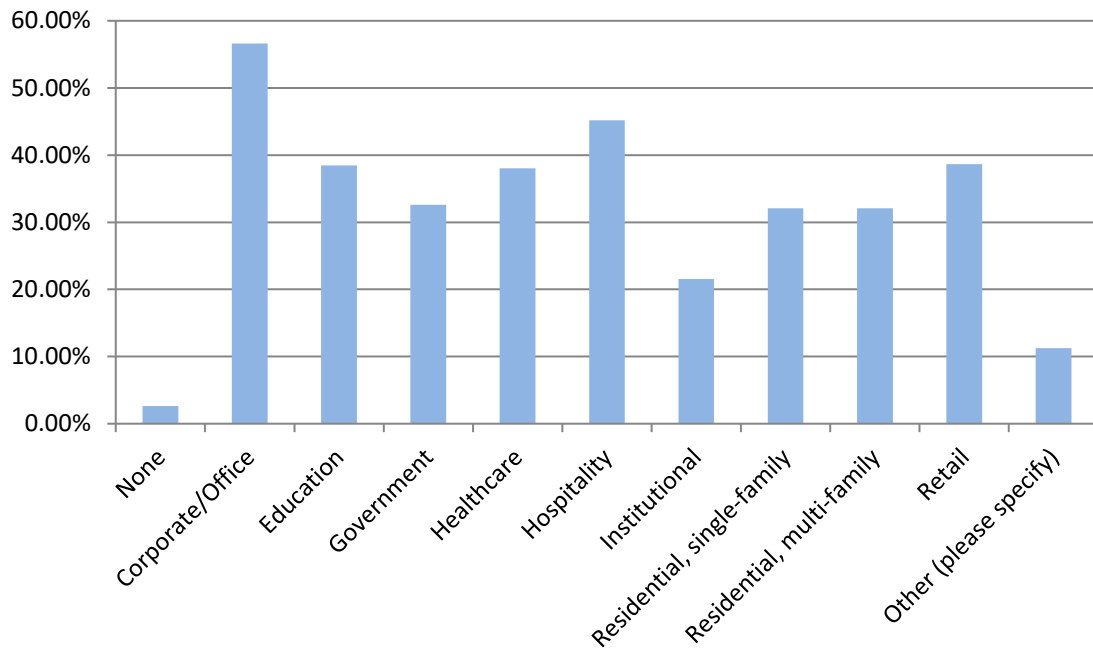


Table 7: Write-In Responses for Additional Areas of Interior Design Experience*

Write-In Responses	
Aggriculture, Warehouse / Industrial,	Airports, Sports & Recreation
all of the above	Anything foodservice related (restaurants,
Architectural Interiors (modular walls)	Arena
Assembly	Assisted living
Automotive	Aviation
Aviation	Aviation design
Aviation, food & beverage	Back-of-house hospitality (industrial
Bank branches	Banking
Behavioral Health	Behavioral Health
Broadcast	Building repositioning, Laboratories
Car Dealerships	church
Church and worship	Churches
Civic (Museum)	Civic/public use
Civil (police and fire station)	Commercial
Commercial	Commercial building repurposing
Commercial Flooring	commercial furniture/finishes

Table 7: Write-In Responses for Additional Areas of Interior Design Experience*

Write-In Responses	
Commercial labs	Community & Service Buildings, i.e. fire
Community Facilities	Community/Civic-based projects
Community/Non Profit	contract furniture dealers
Corrections Facilities	Country Club, Restaurants
Cruise Lines, Resorts and Corporate offices	Cruise ships
Cultural Centers, Camp Sites	Data Centers
Day Care	Dental
Dental Offices	Dentention
Digital facilities management	Dorms, Hangars, warehouse
Drafting	Education and science/research
Elder Care	entertainment
environmental graphic design	Event planning
Exhibit	Exhibit design
Exhibition Desig	Fabrication warehouses
Factory. (Labs/ research and development.)	Faith-based
farming structures	FF&E - Furniture Dealership
Fire Halls	Fitness
Food & Beverage	Franchise
Hair Salons	Historic Preservation
Historic preservation	Historic Preservation and Adaptive Reuse
Historic Preservation, Adaptive Reuse,	Historic, community, aviation
Holding Facilities	industrial
Industrial	Industrial and high tech
Industrial and R & D Facilities	Industrial Facilities
Industrial Food Service / Commissary	Industrial Manufacturing
Industrial, Church, renovations	Industrial, Restaurant
Justice, Public Safety	kitchen and bath design CKBD
Laboratory, ambulatory surgery center	labratories
landscape	Landscape/Hardscape
libraries	Libraries/Civic
Library	Life Science
Life science	Life Science, Aviation
Light Industrial	manufacturing
Manufacturing / Industrial	Manufacturing, fitness
Marine Industry	marine-USCG inspected passenger Ferries
Medical / dental offices, daycare, beauty	Medical Office
Medical Office Buildings	Millwork
Millwork design	Motorsports
multi tenant	multi-family, senior living
multiple disciplines apply (healthcare,	Municipal, libraries,

Table 7: Write-In Responses for Additional Areas of Interior Design Experience*

Write-In Responses	
museum, cafe	museums
Museums, Community Centers,	NA
new construction and remodeling	Office, Stadium, Healthcare, Retail
outdoor spaces	Parks department
Performing Arts	Post Secondary and Private Laboratory
private equity luxury student living	Public Civic
Public Safety	recreation (YMCA's, community centers)
Recreation and Wellness Facilities	Recreational incl. bowling alleys and arcades
Religious	Religious
Religious spaces	Religious,
Religious, Industrial, Banks	Religious, Senior Care
Religious, Sporting Facilities	Rental
repositioning	Research and Development
Research Center (Library and Auditorium)	residential
Residential Kitchen Design	Residential Multi-family / hospitality
Residential, Senior Living	Restaurant
Restaurant	Restaurant and Food and Beverage
Restaurant, Industrial	Restaurants (fast food, fast casual, food
Restaurants and Industrial	Retail, warehouse, call centers and supply
Salon and spa	Science
Science & Technology	Science and technology
Science and technology	See question 19
senior care	Senior Living
Senior living	Senior Living, Community, Non-Profit
Senior Living, Life Sciences / Pharmacies,	Set design
shell buildings / demising tenant spaces	Showroom
Spa	Spa
Spa/gym/dance studio	Spa's & car dealerships
Special projects/ F&B	Spiritual, Warehouse
Sports	Sr Living/Assisted Living /
Stadium,	Strategy
Sustainability	Tenant Development
Tenant improvement, branding, museum,	Themed Entertainment
Themed Entertainment, Cruise, Cruise	Trade Show
Trade show Design	Transportation
Transportation	Venue, Sports
Veterinary	VRBO AIRBNB
VVIP Palaces	Wellness
Wellness centre	Within our office, we cover facilities with a
Workplace for Tech, Media, & Financial	Worship

Table 7: Write-In Responses for Additional Areas of Interior Design Experience*

Write-In Responses	
Worship spaces	Yacht
Yachts	Yoga Studio, DoJo's

*Note: responses are listed here exactly as they were entered in the survey. Typographical and grammatical errors were not corrected.

Respondents were asked to report what state, province, or jurisdiction their primary employment is located. The largest percentage of respondents, 7.36%, reported working in Texas, as illustrated in Table 8. If respondents' primary employment was international, they were asked to write-in their location, and their responses are listed in Table 9.

Table 8: Responses for State, Province, or Jurisdiction of Primary Employment

Location	Percentage of Respondents	Number of Respondents
Alabama	1.66%	38
Alaska	0.13%	3
Alberta	1.31%	30
American Samoa	0.00%	0
Arizona	2.15%	49
Arkansas	0.66%	15
British Columbia	2.93%	67
California	6.48%	148
Colorado	2.67%	61
Connecticut	0.66%	15
Delaware	0.31%	7
District of Columbia	1.66%	38
Florida	5.78%	132
Georgia	3.28%	75
Guam	0.00%	0
Hawaii	0.22%	5
Idaho	0.53%	12
Illinois	3.50%	80
Indiana	1.44%	33
Iowa	0.96%	22
Kansas	0.83%	19
Kentucky	0.88%	20
Louisiana	1.18%	27
Maine	0.31%	7

Table 8: Responses for State, Province, or Jurisdiction of Primary Employment

Location	Percentage of Respondents	Number of Respondents
Manitoba	0.61%	14
Maryland	1.80%	41
Massachusetts	2.28%	52
Michigan	2.36%	54
Minnesota	1.58%	36
Mississippi	0.48%	11
Missouri	2.85%	65
Montana	0.31%	7
Nebraska	0.70%	16
Nevada	0.88%	20
New Brunswick	0.22%	5
New Hampshire	0.26%	6
New Jersey	1.31%	30
New Mexico	0.31%	7
New York	5.25%	120
Newfoundland and Labrador	0.00%	0
North Carolina	2.93%	67
North Dakota	0.35%	8
Northern Mariana Islands	0.00%	0
Northwest Territories	0.00%	0
Nova Scotia	0.22%	5
Nunavut	0.00%	0
Ohio	2.85%	65
Oklahoma	1.23%	28
Ontario	4.77%	109
Oregon	1.40%	32
Pennsylvania	3.06%	70
Prince Edward Island	0.00%	0
Puerto Rico	0.09%	2
Quebec	0.31%	7
Rhode Island	0.13%	3
Saskatchewan	0.31%	7
South Carolina	0.96%	22
South Dakota	0.04%	1
Tennessee	2.89%	66
Texas	7.36%	168
US Virgin Islands	0.00%	0
Utah	1.05%	24

Table 8: Responses for State, Province, or Jurisdiction of Primary Employment

Location	Percentage of Respondents	Number of Respondents
Vermont	0.09%	2
Virginia	3.33%	76
Washington	2.15%	49
West Virginia	0.09%	2
Wisconsin	1.97%	45
Wyoming	0.00%	0
Yukon	0.00%	0
International (please specify)	1.71%	39

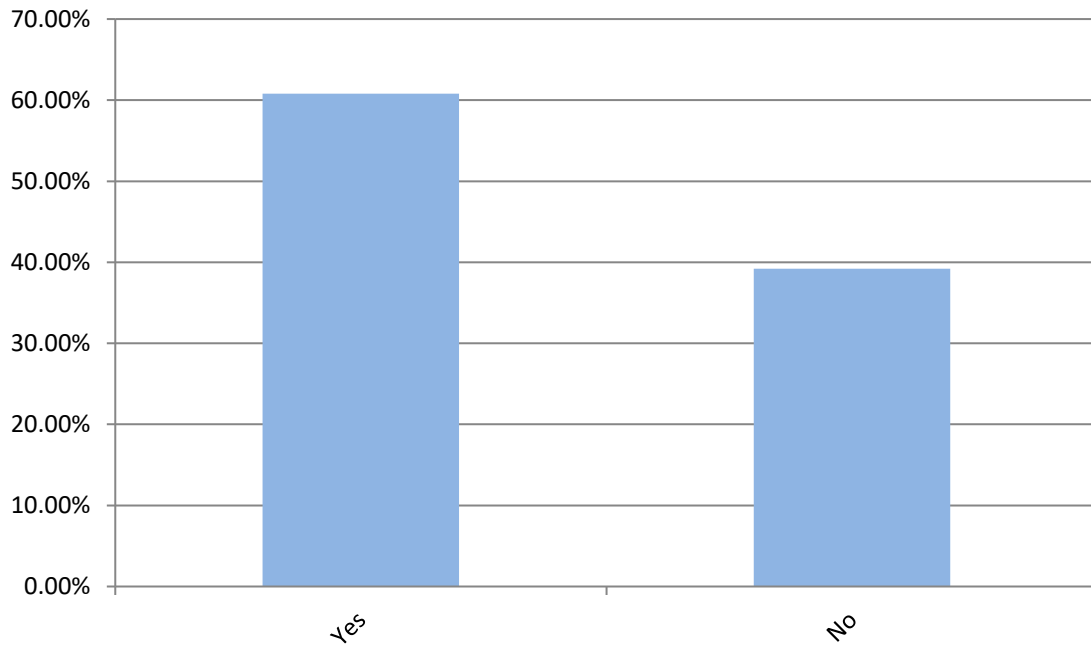
Table 9: Write-In Responses for International Primary Employment Location*

Write-In Responses	
Alberta	Bahrain
BC Canada	Bermuda
Canada	Canada and HK
Canada, Egypt	Canada, Ontario
China	Dominican Republic
Egypt	England
Europe (primarily The Netherlands and Italy)	Japan
Jordan	Kenya
London	Manitoba
Manitoba, Canada	México
Montreal, Quebec	Mumbai, Maharastra, India
New Brunswick, Canada	Ontario
peru	Philippines
Saudi Arabia	Singapore
South Africa	Turkey & Italy
Turkiye	U.K.
United Kingdom	USA, China, India, Canada (headquarter), EU
Vietnam, Ho Chi Minh City	

*Note: responses are listed here exactly as they were entered in the survey. Typographical and grammatical errors were not corrected.

Respondents were asked if they primarily work in a jurisdiction in which the practice of Interior Design is regulated (by legislation such as a Title Act, Practice Act, Permitting Privileges, etc.). The majority of respondents, 60.81%, responded “Yes,” as illustrated in Figure 12.

Figure 12: Primarily Work in a Regulated Jurisdiction



Survey respondents were asked to report their highest educational achievement. The majority of respondents, 67.15%, reported “Bachelor’s degree in Interior Design,” as indicated in Figure 13. Respondents who selected “Bachelor’s degree in non-Interior Design field,” “Master’s degree in non-Interior Design field,” or “Doctorate” were asked to specify their degree, and their responses are listed in Table 10.

Figure 13: Highest Educational Achievement

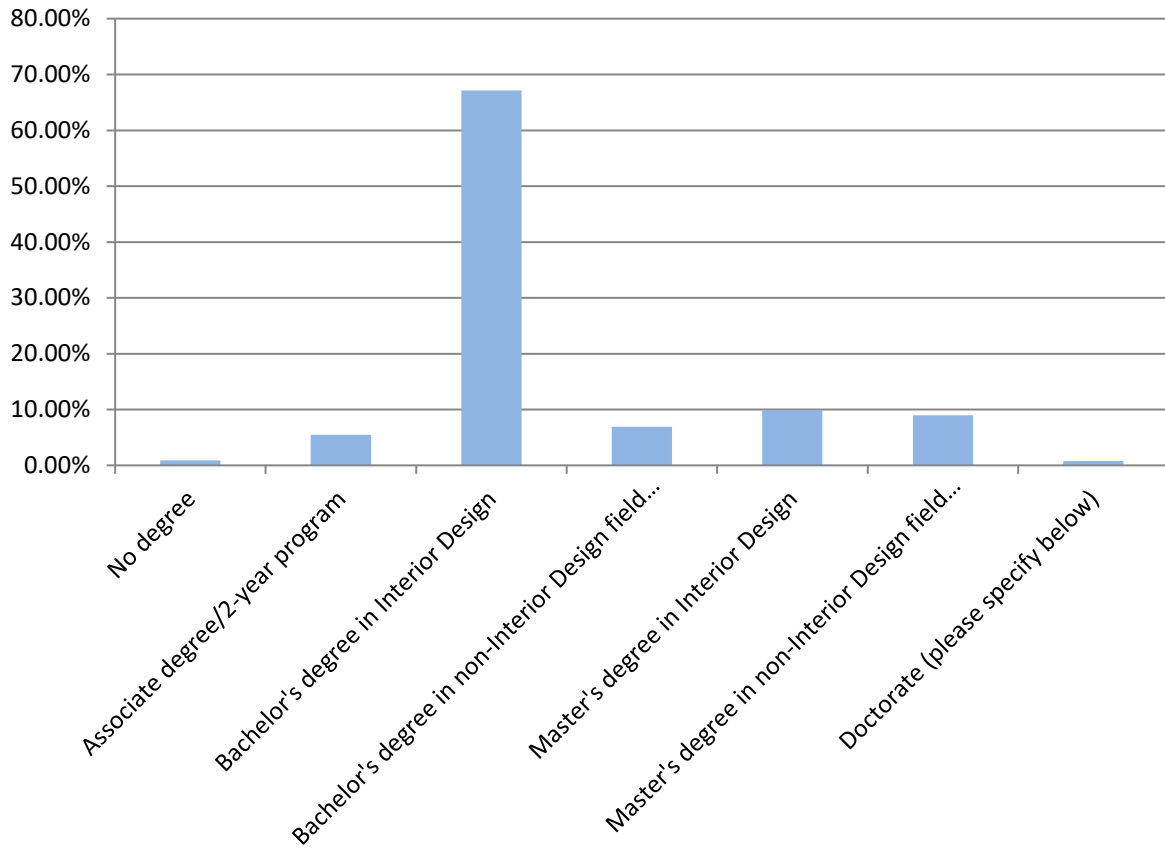


Table 10: Write-In Responses for Highest Educational Achievement*

Write-In Responses	
+ Associate's Degree	+ Bachelor's degree Interior Architecture
2 year associate interior design - 4 year BS	3 year degree, no longer available
3 year Diploma Humber College. Changed to	3 year diploma interior design
3 year professional associates	3 year program
3-year diploma in Interior Design	3yr degree CIDA school- Scottsdale
61 credit Interior Design Certificate	Accounting
Achitecture, Education	Additional 2 year as interior design as well
Additional Bachelor's degree in Fine Arts	Additional business education
Additional Degree: Associates in Interior	Additional postgraduate certificate, related
Advanced Diploma/3-year program	Aesthetics and Visual Art practices
Also have 4 years of general college	also went to associate degree school for
And AAS in Interior Design	and Bachelor's degree in Architecture
And further education in Sacred Geometry	And Master degree in Political Science
Apprenticeship training with master in	Arch

Table 10: Write-In Responses for Highest Educational Achievement*

Write-In Responses	
Architectural design	Architectural Drafting and Construction
Architectural History	Architectural Lighting Design
Architectural Technology	Architecture
Architecture	Architecture & Interior Design
Architecture and interior design	Architecture and urban design
architecture master, interior design	architecture, planning and interiors
Architectutre and Preservation	Architetural Studies with and Interior Design
arhitecture	art
Art and Museum Education	ART HISTORY
Arts and Cultural Mgmt, undergrad: interior	Associate 3 year program
Associate Design Degree	Associate in Design Bachelors in Art
Associate in ID	Associated in Computer-Aided Drafting &
Associates in Interior Design	Automation Engineeer
B Arch	B.A. Architecture
B.A. major psychology - then 3 years design	B.Arch - Professional Degree
B.Arch, M.Arch, MBA	B.S. Interior Architecture
BA arts	BA in Art and Art History, then 2 year
BA in Art History	BA in Art History, AAS in Interior Design
BA in Business and AA in Interior Design	BA in IntD; MA in Graphic Design
BA in Interior Design	BA in Music, Certificate in Interior Design,
BA Interior Design	BA sociology, interior design diploma
BA with a major in architecture	BA-ART+ Assoc Degree Interior Design
Bachelor degree in architecture	Bachelor degree in architecture
Bachelor degree in computer programming	Bachelor degree in Interior Architecture
Bachelor in Architecture	Bachelor of Applied Interior Design
Bachelor of Architecture	Bachelor of Architecture
Bachelor of Architecture - 5yr professional	Bachelor of Architecture & Bachelor of
Bachelor of Architecture and Master of	Bachelor of Arts
Bachelor of Arts (BA), Bachelor of	Bachelor of Design from the College of
Bachelor of Environmental Design	Bachelor of fine art in interior architecture
Bachelor of Fine Arts	Bachelor of Fine Arts in Interior Design
Bachelor of fine arts in interior design	Bachelor of Fine Arts in Interior
Bachelor of Fine Arts, Diploma in Interior	Bachelor of Fine Arts, Diploma Interior
Bachelor of Interior Architecture (BIA)	Bachelor of Interior Design
Bachelor of Music	Bachelor of SCIENCE
Bachelor of Science Degree, Interior	Bachelor of Science in Architecture
Bachelor or Architecture	Bachelor's of Science Degree in Interior
Bachelors	Bachelor's degree in Architecture
Bachelor's degree in Architecture as well	Bachelor's degree in Environmental Studies
Bachelor's degree in Interior Architecture	Bachelors degree in Interior Architecture &

Table 10: Write-In Responses for Highest Educational Achievement*

Write-In Responses	
Bachelor's degree w/minor in interior	Bachelor's in Architecture
Bachelors in Business and Associates in	Bachelor's in Economics; Post-Bach
Bachelor's of Architecture / Minor in	Bachelors of Environmental Design
Bachelors of General Studies - Associates in	Bachelor's of Science in Interior
BA-Interior Design, MA-Educational	BArch
B-Arch and Interior Design	BBA Finance, Certificate in Interior Design
BFA	BFA in Interior design and Industrial Design,
BFA INTERIOR ARCHITECTURE AND DESIGN	BFA Interior Design, BA Art, BA Corporate
Biophysics	BS ARCH
BS Architecture	BS Design - Interiors
BS in Interior Design & BA in Foreign	BS in Interior Design and MA in Art History
BS in Interior Design, MA Education	BS in Speech + Diploma of Interior Design
BS in Textiles and Design	BS Int. Des. + Masters Int. Des.
BS Intl Bus; AAS Int Design	BS Textiles & Apparel Marketing AAS
BSc.	BSID
Business Administration	Business Degree and 3 yr certification
Business Management; Certificate in	Canadian College diploma - 3 year program
Certificate Interior and Environmental	Certification in Interior Design and
CIDA accredited interior design bachelors	City Planning
Completing a Master's of Architecture	Construction administration
Construction Engineering & Structural	Construction Management
Corporate Real estate	Criminology
Curatorial Practice	Currently enrolled in Master of Interior
currently in school	DEC 3 year Quebec professional degree
Decorative Arts & Historic Interiors	degree in Architecture outside USA
Design	Diploma
Diploma (1993), Mount Royal University	Diploma from FIDER/ CIDA accredited
Diploma of Interior Design	Diploma/3-year program
Doctorate in Education with an minor in	Education
Educational Technology	Engineering
Environmental and Interior Design	Environmental design
Facilities Planning & Management	Fashion Merchandising
Finance	Fine Art
Fine Arts	Fine Arts and Art History
Fine arts BA	Finishing Masters of Architecture
French	Graphic design, and diploma of interior
Griffith University Brisbane Australia/Design	have bachelor of science in interior design
Historic Preservation	Historic preservation
Historic Preservation (architectural)	History in Art
History of the Decorative Arts	Honours Advanced Diploma in Interior

Table 10: Write-In Responses for Highest Educational Achievement*

Write-In Responses	
I also have a 2 year associate degree in	I also have a Bachelor's degree in Business
I also have a minor in Business	I also have an MBA
I have a Bachelors in Business Admin and a	I have my BA and an AAS in Int. Des. A
I have my BCIN licence in the province of	Industrial Design
Industrial/Organizational Psychology	Interdisciplinary Design Studies with
Interior Architecture	Interior architecture and adaptive reuse
Interior Architecture and Product Design	Interior Architecture Degree
Interior Design	Interior Design & Business
Interior Design BS, organizational	Interior Design Diploma 3 year
Liberal Arts	Lighting Design
Literature	M Arch
M Ed Higher Ed	M.Ed.
MA in Humanities	MA in Interior Architecture
Management	MARCH
M-ARCH	MArch, with BSIA
marketing	Mass Communications
Master Degree in Architecture	Master in interior architecture
Master of Architecture	Master of Architecture
Master of Architecture, Master of	master of arts
Master of Arts in Management	Master of Arts in Teaching
Master of City Planning	Master of Construction Management
Master of Design in strategic Foresight	Master of Education
Master of industrial design	Master of Interior Architecture
Master of Science in Interior Design and	Master of Science in Professional
Master of Science in Strategic Design &	Master public management
Master's degree in Interior Architecture	Master's Business Administration
Masters degree Architecture	Master's degree in Architecture
Masters degree in Architecture	Master's degree in Interior Architecture
Masters degree in interior architecture	Master's degree in Interior Design
Masters in Architecture	Masters in Business Administration
Master's in Business Administration	Masters in Design Studies (MDes)
Masters in education	Masters in Global BIM Mgmt
Masters in Industrial Design	master's in organizational development and
Masters of Architecture	Master's of Architecture
Masters of architecture	Masters of Architecture, Bachelors in
Masters of Business Administration	Masters of Design in Human Health
Masters of Education	Masters of Fine Arts Collaborative Design
Masters of Fine Arts in Film Production	Masters of Interior Architecture and
Masters of Science in marketing	MBA
MBA -	MBA in Business Administration

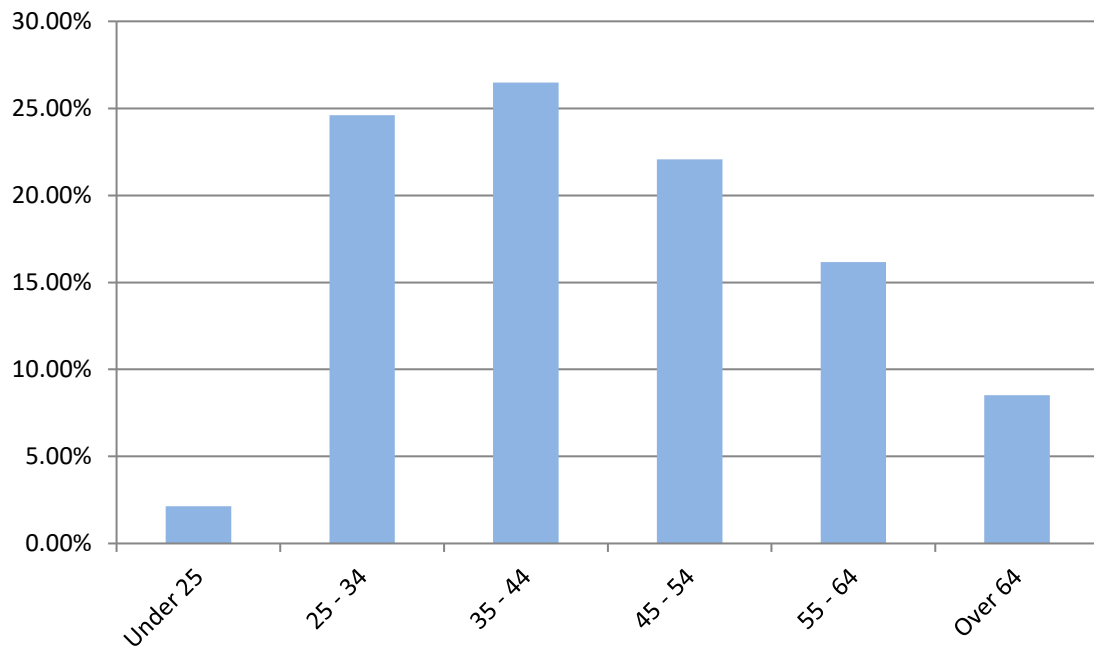
Table 10: Write-In Responses for Highest Educational Achievement*

Write-In Responses	
MBA in Sustainable Business Practices	MBA in Sustainable Leadership
MBA with undergrad in Interior Design	MBA, Project Management
MFA	MFA and MSc Historic building conservation
MFA in Interior Design	MFA in Interior Design and BSC in Interior
MFA in Themed Entertainment Design from	MFA Interior Architecture
MFA Interior Architecture and Design	MFA Interior Design
MFA Product Design	Mine was a 3 year program
Minor in architecture	MSc Project Management in Construction
MSIA Interior Architecture	Museum studies
NA	Organizational Development
Our program was 5 years	Over 80 college credits and certifications
Ph.D. Design	PhD
PhD (non design area)	PhD Higher Education
PhD in Technology	PhD, Retail and Consumer Behavior
PhD. Interior Design	Plus an Associate of Science in Interior
plus continuing education	Professional Bachelors of both Architecture
Psychology	Psychology plus a 2 year Associates in
Public Admin, plus an Associate Degree in	Pyschoanalysis
Speech Communication	Strategic Design Management
Sustainable Design	Textile Design and Related Art
Textile Science	Textiles
University architectural degree	Urban Planning
UX- users experience	Wellness/Exercise Physiology
with an Art Minor	

*Note: responses are listed here exactly as they were entered in the survey. Typographical and grammatical errors were not corrected.

Finally, survey respondents were asked their age. The highest percentage of respondents, 26.49%, reported “35-44,” as indicated in Figure 14.

Figure 14: Age



Overview of Survey Respondents Ratings for Task Statements

Survey respondents were asked to rate task frequency and criticality. The mean ratings for task frequency ranged from 1.36 to 3.56, with an average standard deviation of 1.26, indicating that there was some variability in the ratings. The mean criticality ratings ranged from 0.42 to 1.64, with an average standard deviation of 0.72, indicating that there was little variability in the ratings.

In addition to analyzing the means and standard deviations of both task ratings, the standard error of the mean was calculated for each of the task ratings. For all task ratings and across all task rating scales, the standard error of the mean was less than 0.03, indicating that if the survey were to be repeated with a different sample of interior designers, the results would be very comparable.

The final task list, with means, standard deviations, and the standard error of the mean is illustrated in Table 11.

Table 11. Means, SD, and SEM of Task Ratings.

Content Areas	Frequency			Criticality		
	Means	SD	SEM	Means	SD	SEM
Project Management						
Evaluate Project Feasibility and Due Diligence	2.57	1.32	0.03	0.93	0.74	0.02
Identify Project Stakeholders	2.35	1.45	0.03	0.48	0.65	0.01
Manage Project Schedule	2.86	1.27	0.03	0.74	0.76	0.02
Manage Proposals and Contracts	2.55	1.42	0.03	0.80	0.81	0.02
Manage Project Team	2.85	1.28	0.03	0.73	0.73	0.02
Manage Project Budget	2.60	1.36	0.03	0.78	0.79	0.02
Obtain Project Approvals	2.94	1.32	0.03	0.86	0.78	0.02
Programming and Conceptual Design						
Perform Site Analysis	2.52	1.37	0.03	1.10	0.74	0.02
Determine User Needs	3.55	0.78	0.02	1.02	0.77	0.02
Evaluate Existing Building Conditions	3.04	1.09	0.02	1.37	0.70	0.02
Establish Best Practices of Design	3.15	1.03	0.02	0.94	0.73	0.02
Perform Project Research and Development	3.01	1.09	0.02	0.76	0.71	0.02
Perform Sustainability Analysis	1.60	1.20	0.02	0.63	0.66	0.01
Determine Design Intent	3.41	0.91	0.02	0.63	0.70	0.02
Validate Project Program	2.99	1.16	0.02	0.72	0.72	0.02
Create Programmatic Diagrams	2.29	1.35	0.03	0.42	0.61	0.01

Table 11. Means, SD, and SEM of Task Ratings.

Content Areas	Frequency			Criticality		
	Means	SD	SEM	Means	SD	SEM
Perform Initial Code Analysis	2.28	1.41	0.03	1.51	0.70	0.02
Schematic Design						
Complete Space Planning (e.g., floorplan)	3.53	0.90	0.02	1.16	0.74	0.02
Create Initial Drawings (e.g., elevations, RCP, finish plans, sections)	3.42	1.04	0.02	1.01	0.74	0.02
Identify Finish Materials	3.56	0.92	0.02	1.01	0.70	0.02
Identify Significant FF&E	3.31	1.06	0.02	0.84	0.70	0.02
Refine Design Intent	3.34	0.98	0.02	0.60	0.66	0.01
Perform Code Review	2.44	1.37	0.03	1.59	0.67	0.01
Visualize Design	3.25	1.07	0.02	0.42	0.63	0.01
Design Development						
Initiate Life Safety and/or Occupancy Plan	1.96	1.49	0.03	1.64	0.66	0.01
Initiate Consultant Coordination	2.73	1.24	0.03	0.89	0.73	0.02
Initiate Equipment and Building System Integration	1.78	1.35	0.03	1.11	0.73	0.02
Develop Construction Plans	2.95	1.40	0.03	1.31	0.74	0.02
Refine RCP	2.96	1.34	0.03	0.85	0.71	0.02
Initiate Schedules	2.89	1.25	0.03	0.66	0.70	0.02
Develop Initial Finish Plan	3.33	1.12	0.02	0.72	0.70	0.02
Develop Elevations	3.26	1.16	0.02	0.67	0.69	0.02
Refine Furniture Plans and Specifications	3.21	1.13	0.02	0.72	0.68	0.02
Prepare Specifications	2.91	1.28	0.03	1.12	0.74	0.02
Perform Code Review	2.15	1.45	0.03	1.60	0.66	0.01
Construction Documentation						
Coordinate Consultant Drawings and Specifications (e.g., lighting, plumbing, electrical, equipment)	2.88	1.28	0.03	1.31	0.72	0.02
Complete Demolition Plan	2.34	1.50	0.03	1.01	0.76	0.02
Complete Construction Plan	2.78	1.48	0.03	1.24	0.76	0.02
Complete RCP	2.84	1.42	0.03	0.96	0.74	0.02
Complete Finish Plan	3.23	1.22	0.03	0.87	0.73	0.02
Complete Power, Data, and Communication Plan	2.12	1.50	0.03	0.89	0.74	0.02
Complete Schedules	2.96	1.31	0.03	0.80	0.72	0.02
Complete Elevations	3.16	1.26	0.03	0.77	0.71	0.02
Complete Details and Sections	2.91	1.36	0.03	0.98	0.74	0.02
Complete FF&E Plans and Specifications	3.04	1.26	0.03	0.84	0.71	0.02
Complete Code Review	2.11	1.49	0.03	1.59	0.68	0.02
Complete Specifications	2.68	1.39	0.03	1.18	0.75	0.02

Table 11. Means, SD, and SEM of Task Ratings.

Content Areas	Frequency			Criticality		
	Means	SD	SEM	Means	SD	SEM
Construction Administration						
Participate in Permit Process	1.36	1.42	0.03	1.08	0.83	0.02
Facilitate Procurement/Bid (Tender) Process	1.73	1.40	0.03	0.70	0.74	0.02
Facilitate the Construction Process	1.97	1.44	0.03	1.19	0.78	0.02
Participate in the Change Process	2.47	1.28	0.03	0.93	0.73	0.02
Perform Site Visits	3.18	1.00	0.02	1.11	0.74	0.02
Conduct Project Close-Out	2.35	1.38	0.03	0.72	0.74	0.02

In addition to looking at the overall task ratings for all of the respondents, the committee wanted to see if there was a difference in task ratings between those who were active NCIDQ Certificate holders versus those who are applicants or candidates who have not yet achieved NCIDQ Certification. An analysis of the mean frequency and criticality task ratings of these two populations determined that there was no statistically significant difference in criticality ratings between the two populations. The analysis did show some differences in frequency ratings between the two populations, but those differences were within Project Management domain. This stands to reason as candidates or applicants (i.e., those who haven't entered the profession or are in the very early stages of their career) are less likely to perform Project Management tasks than active NCIDQ Certificate holders who have been working in the industry for a longer period of time. The complete analysis of the frequency and criticality task ratings between these populations is provided in Table 12.

Table 12. Means of Frequency and Criticality Ratings by Survey Respondent Population

Content Areas	Frequency		Criticality	
	Certificate	Applicant	Certificate	Applicant
Project Management				
Evaluate Project Feasibility and Due Diligence	2.64	2.31	0.94	0.89
Identify Project Stakeholders	2.46	2.01	0.47	0.47
Manage Project Schedule	2.93	2.62	0.73	0.75
Manage Proposals and Contracts	2.68	2.13	0.79	0.78
Manage Project Team	2.98	2.48	0.72	0.74
Manage Project Budget	2.69	2.28	0.75	0.82
Obtain Project Approvals	3.04	2.59	0.86	0.84
Programming and Conceptual Design				

Table 12. Means of Frequency and Criticality Ratings by Survey Respondent Population

Content Areas	Frequency		Criticality	
	Certificate	Applicant	Certificate	Applicant
Perform Site Analysis	2.50	2.55	1.10	1.10
Determine User Needs	3.59	3.47	1.01	1.05
Evaluate Existing Building Conditions	3.08	2.98	1.39	1.31
Establish Best Practices of Design	3.17	3.10	0.94	0.95
Perform Project Research and Development	3.03	2.97	0.75	0.79
Perform Sustainability Analysis	1.62	1.56	0.61	0.68
Determine Design Intent	3.44	3.33	0.61	0.67
Validate Project Program	3.07	2.74	0.71	0.72
Create Programmatic Diagrams	2.32	2.23	0.41	0.46
Perform Initial Code Analysis	2.36	2.05	1.56	1.39
Schematic Design				
Complete Space Planning (e.g., floorplan)	3.53	3.56	1.17	1.12
Create Initial Drawings (e.g., elevations, RCP, finish plans, sections)	3.41	3.51	1.00	1.02
Identify Finish Materials	3.53	3.66	1.02	0.99
Identify Significant FF&E	3.29	3.42	0.83	0.88
Refine Design Intent	3.34	3.34	0.59	0.63
Perform Code Review	2.51	2.26	1.62	1.48
Visualize Design	3.19	3.41	0.40	0.49
Design Development				
Initiate Life Safety and/or Occupancy Plan	1.98	1.90	1.67	1.55
Initiate Consultant Coordination	2.79	2.60	0.91	0.83
Initiate Equipment and Building System Integration	1.79	1.74	1.11	1.12
Develop Construction Plans	2.96	2.98	1.32	1.30
Refine RCP	2.97	2.97	0.83	0.93
Initiate Schedules	2.90	2.87	0.64	0.73
Develop Initial Finish Plan	3.31	3.44	0.72	0.74
Develop Elevations	3.25	3.37	0.66	0.73
Refine Furniture Plans and Specifications	3.18	3.32	0.71	0.77
Prepare Specifications	2.93	2.90	1.14	1.06
Perform Code Review	2.22	1.93	1.64	1.47
Construction Documentation				
Coordinate Consultant Drawings and Specifications (e.g., lighting, plumbing, electrical, equipment)	2.90	2.83	1.31	1.30
Complete Demolition Plan	2.36	2.31	0.99	1.10
Complete Construction Plan	2.79	2.81	1.25	1.23
Complete RCP	2.83	2.89	0.94	1.00
Complete Finish Plan	3.20	3.37	0.86	0.90
Complete Power, Data, and Communication Plan	2.16	1.99	0.90	0.89

Table 12. Means of Frequency and Criticality Ratings by Survey Respondent Population

Content Areas	Frequency		Criticality	
	Certificate	Applicant	Certificate	Applicant
Complete Schedules	2.94	3.06	0.79	0.84
Complete Elevations	3.13	3.30	0.76	0.83
Complete Details and Sections	2.89	2.98	0.98	0.99
Complete FF&E Plans and Specifications	3.02	3.17	0.84	0.87
Complete Code Review	2.17	1.95	1.62	1.48
Complete Specifications	2.70	2.68	1.20	1.10
Construction Administration				
Participate in Permit Process	1.40	1.24	1.07	1.10
Facilitate Procurement/Bid (Tender) Process	1.80	1.56	0.68	0.73
Facilitate the Construction Process	2.01	1.84	1.20	1.15
Participate in the Change Process	2.52	2.34	0.94	0.89
Perform Site Visits	3.21	3.11	1.11	1.11
Conduct Project Close-Out	2.41	2.20	0.69	0.82

Post-Survey Review Meeting

The second focus group reviewed the results of the validation survey. They began with reviewing the tasks that were flagged for low frequency and/or criticality ratings, of which there were six. Those tasks are as follows:

- Identify Project Stakeholders
- Perform Sustainability Analysis
- Create Programmatic Diagrams
- Refine Design Intent
- Visualize Design
- Facilitate Permit Process

Of the six tasks flagged, only one (“Perform Sustainability Analysis”) was removed from the final task list. A second task (“Facilitate Permit Process”) was reworded to more accurately represent the role that interior designers play in the permit process. The remaining four tasks were left as

is, though the committee determined they would assign lower weights to these tasks on the final exam blueprints.

As part of the survey, respondents were offered a chance to write in responses to any job-related tasks that were missing. After reviewing the tasks with low ratings, the committee discussed the write-in responses to determine if any tasks needed to be added. Based on the discussion, the committee determined that “Implement Signage and Wayfinding” should be added to the Design Development domain. A complete list of the responses to the missing tasks question are presented in Appendix C.

Next, the focus group began reviewing the remaining tasks to finalize the exam blueprints. During this review, the focus group determined that several tasks needed to be combined to eliminate potential redundancy in subsequent credentialing exams. First, the domains “Design Development” and “Construction Documentation” were combined into a single domain of “Design Development and Construction Documentation.” Accordingly, the tasks “Complete Construction Plan,” “Complete Elevations,” “Complete Code Review,” and “Initiate Consultant Coordination” were removed from the task lists and folded into the tasks “Develop Construction Plans,” “Develop Elevations,” “Perform Code Review,” and “Coordinate Consultant Drawings and Specifications (e.g., lighting, plumbing, electrical, equipment),” respectively. The tasks “Refine RCP” and “Complete RCP” were combined into “Develop RCP,” the tasks “Initiate Schedules” and “Complete Schedules” were combined into “Develop Schedules,” the tasks “Develop Initial Finish Plan” and “Complete Finish Plan” were combined into “Develop Finish Plan and Specifications,” the tasks “Refine Furniture Plans and Specifications” and “Complete FF&E Plans and Specifications” were combined into “Develop Furniture Plans and Specifications,” and the tasks “Prepare Specifications” and “Complete Specifications” were combined into “Develop Construction Specifications.”

Finally, the committee identified five tasks that needed slight rewordings for consistency and/or clarity. The task “Initiate Life Safety and/or Occupancy Plan” became “Develop Life Safety and/or Occupancy Plan,” the task “Initiate Equipment and Building System Integration” became “Integrate Building, Appliance, and Building Systems,” the task “Complete Demolition Plan”

became “Develop Demolition Plan,” the task “Complete Power, Data, and Communication Plan” became “Develop Power, Data, and Communication Plan,” and the task “Complete Details and Sections” became “Develop Details and Sections.”

Final Weighting of Task List and Proposed Exam Blueprints

Once the task list was finalized, the focus group began breaking down the task list into the three exams that will comprise the NCIDQ Examination. The committee determined that the new task list could be divided into three exams that closely align with the three existing exams: the “Programming and Conceptual Design” and “Schematic Design” domains correspond with the current Interior Design Fundamentals Exam (IDFX), the “Project Management” and “Construction Administration” domains correspond with the current Interior Design Professional Exam (IDPX), and the “Design Development and Construction Documentation” domain corresponds with the current Practicum (PRAC) exam. The committee felt that the name of the PRAC exam would need to be updated as “practicum” no longer felt appropriate given the updated task list. After much discussion, the committee agreed on a new name for the third exam, which not only felt more representative of the content that would be on the exam, but also would match the naming convention of the other exams: the Interior Design Execution Exam (IDEX).

Upon separating the overall task list into the three exams, the committee then began to further divide the new IDFX, IDPX, and IDEX exam blueprints into smaller categories for diagnostic score reporting purposes. After this discussion, finalized blueprints with six domains on the IDFX, five domains on the IDPX, and five domains on the IDEX were approved by the committee.

The first exam in the updated NCIDQ Examination process would be the IDFX. The updated Interior Design Fundamentals Exam (IDFX) focuses on the programming, conceptual design, and schematic design phases of Interior Design, with an emphasis on Health, Safety, and Welfare. The proposed exam blueprint for the updated IDFX can be found in Table 13.

Table 13. Proposed Updated IDFX Blueprint

Content Areas	% of Exam	# of Items
Existing Conditions	14.00%	14
Perform Site Analysis	3.00%	3
Evaluate Existing Building Conditions	5.00%	5
Perform Initial Code Analysis	6.00%	6
Pre-Design	15.00%	15
Establish Best Practices of Design	6.00%	6
Perform Project Research and Development	3.00%	3
Determine Design Intent	6.00%	6
Programming	16.00%	16
Validate Project Program	6.00%	6
Create Programmatic Diagrams	4.00%	4
Determine User Needs	6.00%	6
Space Planning	19.00%	19
Complete Space Planning (e.g., floorplan)	7.00%	7
Create Initial Drawings (e.g., elevations, RCP, finish plans, sections)	12.00%	12
Preliminary FF&E and Finishes	16.00%	16
Identify Finish Materials	8.00%	8
Identify Significant FF&E	8.00%	8
Schematics	20.00%	20
Refine Design Intent	7.00%	7
Perform Code Review	9.00%	9
Visualize Design	4.00%	4
Total	100%	100

The second exam in the updated NCIDQ Examination process would be the IDEX. The new Interior Design Execution Exam (IDEX) focuses on the design development and construction documentation phases of Interior Design, with an emphasis on Health, Safety, and Welfare. The proposed exam blueprint for the new IDEX can be found in Table 14.

Table 14. Proposed New IDEX Blueprint

Content Areas	% of Exam	# of Items
Codes and Life Safety	15.65%	18
Develop Life Safety and/or Occupancy Plan	5.22%	6
Perform Code Review	10.43%	12
Integration and FF&E	19.13%	22
Integrate Equipment, Appliance, and Building Systems	5.22%	6
Develop Finish Plan and Specifications	6.96%	8
Develop Furniture Plans and Specifications	6.96%	8
Construction Documents	32.17%	37
Develop Details and Sections	6.09%	7
Develop Elevations	6.96%	8
Develop Demolition Plan	4.35%	5
Develop Construction Plans	7.83%	9
Develop RCP	6.96%	8
Consultant Drawing Coordination	18.26%	21
Coordinate Drawings and Specifications (e.g., lighting, plumbing, electrical, equipment)	9.57%	11
Develop Power, Data, and Communication Plan	4.35%	5
Develop Signage and Wayfinding	4.35%	5
Construction Specifications and Schedules	14.78%	17
Develop Construction Specifications	7.83%	9
Develop Schedules	6.96%	8
Total	100%	115

The third and final exam in the updated NCIDQ Examination process would be the updated IDPX. The updated Interior Design Professional Exam (IDPX) focuses on the construction administration and program management phases of Interior Design, with an emphasis on Health, Safety, and Welfare. The proposed exam blueprint for the updated IDPX can be found in Table 15.

Table 15. Proposed Updated IDPX Blueprint

Content Areas	% of Exam	# of Items
Feasibility Studies	17.00%	17
Evaluate Project Feasibility and Due Diligence	7.00%	7
Identify Project Stakeholders	4.00%	4
Manage Project Team	6.00%	6
Scheduling and Budgeting	17.00%	17
Manage Project Schedule	8.00%	8
Manage Project Budget	9.00%	9
Contracts, Procurement, and Permitting	28.00%	28
Facilitate Procurement/Bid (Tender) Process	8.00%	8
Manage Proposals and Contracts	6.00%	6
Obtain Project Approvals	8.00%	8
Participate in Permit Process	6.00%	6
Construction Process	21.00%	21
Facilitate the Construction Process	11.00%	11
Participate in Change Management	10.00%	10
Site Observation and Close-Out	17.00%	17
Perform Site Visits	10.00%	10
Conduct Project Close-Out	7.00%	7
Total	100%	100

Finally, the focus group concluded that all three examinations should include innovative/advanced item types to best assess the new breakdown of examination content. The current item types used on CIDQ exams include multiple choice, drag and place, hotspot, and fill-in-the-blank, and the committee determined that all four item types should be used on all three of the updated exams.

Next Steps

The Council for Interior Design Qualification Board of Directors will need to approve of the proposed updates to the NCIDQ Examination. Once the new blueprints have been approved, the CIDQ Examination Committees will need to reclassify all of the existing item banks to the new examination blueprints. Additionally, all updates to the NCIDQ Examination should be published to the candidate population in advance of any final changes to the examinations.

The job analysis should be revisited every five to seven years to ensure that the examination blueprint reflects current practice, so the job analysis should be revisited again no later than 2031.