- 1. Room Layout and Seating Arrangement: The general requirements for the room layout and seating arrangement have already been suggested by the foregoing comments on the importance of group discussion in the case method of instruction. In particular, provision should be made for the following:
 - (a) Instructor to Student Discussion: The rooms should be arranged to permit a natural and easy interchange of ideas between the instructor and each individual student. The instructor must be in a position to see and hear each student and must likewise be in a position to be seen and heard by each student.

It is again emphasized that the role of the instructor should be conceived as that of a leader in a group discussion; he will not need, and may even be hampered by, conventional room features which might suggest that he is an infallible authority with the students in orderly rows at his feet. Intimacy of discussion is likewise important, and features which contribute to either physical or symbolic distance between student and instructor should be avoided.

- (b) Student to Student Discussion: It is of equal importance that the rooms should be designed to permit a natural and easy interchange of ideas between students. Each student should be able to see and hear clearly as many other students as is possible and should be in a position which will encourage discussion not only with the instructor but also with other members of the group.
- (c) Accessibility to Blackboards and Visual Aids: Each student should have an unobstructed line of sight to whatever screens, blackboards, or viewing surfaces may be used for visual aids purposes.

The Committee recognizes that these requirements are difficult, may ultimately be in conflict, and are far beyond what is necessary in most college and university buildings. They are, nonetheless, a necessity of the case method of instruction, and the architectural problem of Aldrich Hall will be to satisfy them in the optimum degree.

2. <u>Seating and Writing Surfaces</u>: The students should be seated at continuous tables which are at least 18 inches in depth; a minimum distance of 26 inches along the table should be provided for each student. The seats should be adequate in size for full-grown men and should be reasonably comfortable. The seats should be so mounted that they can be turned from side to side and, if possible, drawn under the table while occupied to permit students to pass behind.

Report to the Dean of the Planning Committee for Aldrich Hall, November 1, 1950, page 11. Dean's Office correspondence files (Donald K. David, Dean) (AA 1.1). HBS Archives. Baker Library Special Collections.