

Landscape Institute

Landscape Filing Index

Short version for general office use

The Landscape Institute
33 Great Portland Street
London
W1W 8QG

Tel: +44 (0)20 7299 4500
Fax: +44 (0)20 7299 4501
Email: mail@landscapeinstitute.org
Web: www.landscapeinstitute.org

Landscape Filing Index

Short Version for general office use.

INTRODUCTION

This short version of the Landscape Filing Index, revised and reprinted in February 1982, is intended for general office use as a quick reference chart. As in the case of the Landscape Filing Index (Long version) there are 15 main sections with General reference and allied subjects (0), Landscape construction – General (10) and Landscape in hot climates – General (20) added as three optional headings mainly for the classification of books and of other materials which, because of their comprehensive nature, cannot be fitted into any of the lower categories.

INSTRUCTIONS FOR USE

Always start with a main category and work down to a lower. File titles must always be read in conjunction with their main headings e.g. 22.57 is Planting design for tropical humid climates. Also, subjects may be relevant to more than one category e.g. "Quarrying" might have two alternative categories – either 8.62, being the landscape pattern resulting from man's activities of quarrying, or 7.8, being the landscape design treatment of industrial workings.

The list of categories may be extended in the following ways: -

- i. Interpolation of further file categories taken from the Landscape Filing Index (Long version).
- ii. sub-division by the addition of a colon (:) followed by the number of any other category e.g. 3.23:11.73 is Approximate estimating for electricity services.
- iii. sub-division by the addition of a colon (:) followed by any of the U.D.C. auxiliary categories e.g. 23.7: (569.4) is Landscape design subjects for arid climates in Israel.

0 GENERAL REFERENCE AND ALLIED SUBJECTS

- 0.1 Bibliographies, catalogues, booklists
- 0.3 Encyclopaedias, dictionaries, reference books, year books, timetables
- 0.5 Natural sciences
- 0.6 Engineering
- 0.63 Agriculture, economic forestry, horticulture, gardening
- 0.69 Building Construction
- 0.7 Fine arts

1 THE PROFESSION

- 1.1 The status of the profession e.g. its role, history, public recognition
- 1.2 Professional responsibility
- 1.31 Professional bodies: LI
- 1.35 Professional bodies: I.F.L.A.
- 1.4 Relationship with other professions
- 1.5 Planning Law e.g. acts, bylaws, consents, land tenure
- 1.6 Land; resources, statistics
- 1.7 Land; planning and development e.g. land use principles; multiple-use
- 1.74 Regional Planning
- 1.8 Preservation and conservation General
- 1.851 Pollution of land
- 1.852 Pollution of water
- 1.853 Pollution of air
- 1.857 Pollution by noise

2 ORGANISATION

- 2.1 Office administration – professional e.g. code of conduct, fees
- 2.2 Office administration – secretarial
- 2.24 Stationary materials & sizes
- 2.3 Management
- 2.4 Drawing office organisation
- 2.45 Drawing office equipment and materials
- 2.47 Drawing office aids e.g. graphs, grids
- 2.5 Design guides and planning data e.g. formulae, tables standards & codes
- 2.6 User requirement studies
- 2.7 Technical writing techniques e.g. writing for specifications; – for publication e.g. perspectives; examples; press illustration e.g. link analysis; C.P.M; computer techniques
- 2.82 Sketching techniques
- 2.9 Project planning techniques

3 JOB CONTROL

- 3.1 Data Collection e.g. proformas, check lists, aide memories
- 3.2 Estimating methods

- 3.23 Approximate estimating
- 3.3 Cost planning methods
- 3.45 Cost analysis – recorded data
- 3.56 Specifications – draft standards
- 3.6 Bills of quantities e.g. methods & typical examples
- 3.7 Contract procedure e.g. methods & typical examples
- 3.8 Conveying information & instructions e.g. office-style for drawings, orders, models
- 3.9 Supervision on site
- 4 HISTORY OF LANDSCAPE DESIGN**
- 4.21 Sino – Japanese
- 4.31 Saracenic & Moghul
- 4.32 Spanish Moorish
- 4.4 Western Mediaeval
- 4.5 Renaissance
- 4.6 English "picturesque"
- 4.7 19th Century
- 4.74 Engineering influences
- 4.8 History of modern landscape design
- 5 DESIGN PRINCIPLES**
- 5.1 Basic Design e.g. aesthetics, composition, scale
- 5.2 Landscape design theory e.g. scale, proportion, light, shade, colour
- 5.29 Examples of design failures incl. bad design and bad examples
- 5.3 Planning related to landscape design e.g. rural & urban planning, open
- 5.4 Townscape
- 5.5 Site planning e.g. circulation, zoning, privacy
- 5.6 Buildings related to the landscape e.g. organic form; juxtaposition
- 5.8 Planting design theory
- 5.89 Planting plans – examples
- 6 DESIGN DETAILS**
- 6.1 Ground form & modelling including rock
- 6.2 Surfaces
- 6.25 Changes of level
- 6.3 Enclosing elements e.g. boundaries, fences, screening
- 6.35 Courtyard & patio treatment
- 6.4 Defining elements e.g. avenues, vistas, barriers, hazards
- 6.5 Shelter
- 6.6 Water
- 6.8 Decorative elements e.g. ornaments, sculpture, murals
- 6.9 Planting details
- 7 LANDSCAPE DESIGN: SUBJECTS & EXAMPLES**
- 7.1 Large-scale landscape e.g. forestry, reserves, National Parks incl. botanic gdns, cemeteries
- 7.2 Public parks & open spaces e.g. sports pitches, holiday areas, camps
- 7.3 Recreation & leisure e.g. swimming; water sports
- 7.36 Water recreation
- 7.38 Children's play
- 7.4 Gardens
- 7.5 Housing incl. garden-cities; Radburn; L.A. housing examples
- 7.55 Satellite towns
- 7.6 Landscape around buildings
- 7.61 Landscape Civic and authoritan
- 7.62 Landscape Religious
- 7.63 Landscape Commercial – offices
- 7.64 Landscape Commercial – shops Incl. shopping centres. & ped. precincts
- 7.65 Landscape Educational
- 7.66 Landscape Health & Welfare
- 7.67 Landscape Entertainment
- 7.675 Landscape of Exhibitions
- 7.68 Landscape Hotel & Catering
- 7.7 Landscape of transport incl. road, rail, air & water
- 7.8 Landscape of Industry (may need sub-division as LFI Long version)
- 7.9 Landscape engineering

8 THE EXISTING LANDSCAPE & ITS FORMATIVE FACTORS

- 8.1 Geological factors & examples of resulting landscape
- 8.2 Climate factors & examples of resulting landscape
- 8.25 Weathering & examples of resulting landscape
- 8.3 Edaphic factors (soil)
- 8.4 Biological factors (plants & animals) incl. ecology & examples of resulting landscape drainage patterns, rivers, pools
- 8.5 Water and the land
- 8.6 Land Utilization (human factor)
- 8.61 Land Utilization – cultivation & husbandry & examples of resulting landscape & examples of resulting landscape
- 8.62 Land Utilization – exploitation & examples of resulting landscape & examples of resulting landscape
- 8.65 Land Utilization – occupation & habitation & examples of resulting landscape
- 8.7 Surveying
- 8.8 Site appraisal
- 8.9 Social considerations e.g. social surveys & data

9 PLANTS

- 9.1 Trees
- 9.2 Shrubs
- 9.3 Non-woody plants e.g. herbaceous, alpines, bulbs, water plants
- 9.4 Special plants & plant combinations e.g. specimens, rareities, display, indoor
- 9.5 Turf grasses & plants
- 9.6 Plant propagation & supply e.g. nursery practice; comm. supply; diseases
- 9.7 Plant classification & recognition
- 9.76 Plant lists
- 9.9 Plants & planting for difficult conditions e.g. exposure; coastal conditions; pollution

10 LANDSCAPE CONSTRUCTION – GENERAL

11 LANDSCAPE CONSTRUCTION – “HARD”

- 11.1 Hard surfacing
- 11.15 Special & composite surfaces e.g. firepaths
- 11.2 Edging & trim e.g. kerbs, channels, margins, surrounds
- 11.25 Grids & grilles inserted in paving
- 11.31 Enclosure: walls
- 11.32 Enclosure: fences & gates
- 11.33/5 Enclosure: other e.g. barrier & triprails, bollards
- 11.4 Construction: general e.g. retaining walls, steps, ramps, dems
- 11.46 Pergolas, plant supports
- 11.47/8 Storage bunkers, sheds etc. including glass houses and frames
- 11.49 Pavilions summerhouses
- 11.5 Specialized construction e.g. propriety tennis courts, tracks, pools
- 11.6 Drainage
- 11.71 Services: water e.g. supply; tanks, pumps, irrigation
- 11.73 Services: electricity e.g. supply; heating
- 11.74 Services: Electric lighting
- 11.75/8 Other services
- 11.8 Site furniture e.g. plant containers furniture, litter bins
- 11.84/5 Play & sports equipment
- 11.88 Statuary & ornament
- 11.9 Basic Materials e.g. stone, bricks, aggregates, fluids

12 LANDSCAPE CONSTRUCTION – “SOFT”

- 12.11 Groundworks: Site clearance
- 12.13 Groundworks: Excavation
- 12.14 Groundworks: ground modelling
- 12.19 Groundworks: top soiling e.g. supply and levelling of topsoil
- 12.2 Cultivation:
- 12.23 Cultivation: sub-soiling i.e. use of a “sub-soiler” cultivator
- 12.29 Cultivation: fertilizing

- 12.3 Grass: seeding & turfing
- 12.33 Grass: special methods e.g. banks; use of bitumen; hydro-seeding
- 12.41 Planting: forestry & modified forestry
- 12.43 Planting: trees
- 12.44 Planting: large tree moving
- 12.45 Planting: shrubs including hedges & climbers
- 12.46 Planting herbaceous including all non-woody plants
- 12.5 Special works e.g. rock work
- 12.6 Treework e.g. felling, grubbing, pruning, lifting, tree-surgery
- 12.7 Horticultural sundries e.g. ties, stakes
- 12.8 Machinery & tools
- 12.89 Plant hire
- 12.91 Natural basic materials e.g. soil, lime, peat, rock
- 12.92/6 Manures, fertilizers

13 LANDSCAPE MAINTENANCE

- 13.1 Land management: general
- 13.11 Programming, control & communication e.g. admin. & staffing; economy; organisation
- 13.2 Forest & woodland maintenance
- 13.3 General planting maintenance
- 13.4 Turf management
- 13.5 Chemical control
- 13.7 Special maintenance problems e.g. erosion control; industrial land
- 13.9 Maintenance costing

20 LANDSCAPE IN HOT CLIMATES – GENERAL

21 SUB-TROPICAL (MEDITERRANEAN) CLIMATES

- 21.52 Landscape design theory & principles
- 21.53 Planning related to landscape design
- 21.56 Buildings related to the landscape
- 21.57 Planting design
- 21.6 Design details
- 21.7 Landscape design subjects & examples
- 21.8 Existing landscape and its formative factors
- 21.9 Plants for sub-tropical & mediterranean climates

22 TROPICAL HUMID CLIMATES

- 22.52 Landscape design theory & principles
- 22.53 Planning related to landscape design
- 22.56 Buildings related to the landscape
- 22.57 Planting design
- 22.6 Design details
- 22.7 Landscape design subjects & examples
- 22.8 Existing landscape and its formative factors
- 22.9 Plants for tropical humid climates

23 TROPICAL ARID CLIMATES

- 23.52 Landscape design theory & principles
- 23.53 Planning related to landscape design
- 23.56 Buildings related to the landscape
- 23.57 Planting design
- 23.6 Design details
- 23.7 Landscape design subjects & examples
- 23.8 Existing landscape & its formative factors
- 23.9 Plants for tropical climates

OTHER TITLES IN THIS SERIES

Landscape Filing Index (long version). 40 pages, A4.
Landscape Filing Index – Extracts of classification headings for filing of photographs and colour transparencies and of catalogues and trade literature on materials and products, 4 pages, A4.

These and all other Landscape Institute publications are available from: - RIBA Publications Ltd, Finsbury Mission, Moreland Street London EC1V 8BB
©The Landscape Institute, March 1982, revised June 1990.