CONS 70A Course Outline as of Fall 2002

CATALOG INFORMATION

Dept and Nbr: CONS 70A Title: INTRO TO PROJ ORG & MNG Full Title: Introduction to Project Organization and Management Last Reviewed: 10/8/2018

| Units | | Course Hours per Week | | Nbr of Weeks | Course Hours Total | |
|---------|------|------------------------------|------|--------------|---------------------------|-------|
| Maximum | 1.50 | Lecture Scheduled | 1.50 | 17.5 | Lecture Scheduled | 26.25 |
| Minimum | 1.50 | Lab Scheduled | 0 | 8 | Lab Scheduled | 0 |
| | | Contact DHR | 0 | | Contact DHR | 0 |
| | | Contact Total | 1.50 | | Contact Total | 26.25 |
| | | Non-contact DHR | 0 | | Non-contact DHR | 0 |

Total Out of Class Hours: 52.50

Total Student Learning Hours: 78.75

| Title 5 Category: | AA Degree Applicable |
|-------------------|---|
| Grading: | Grade Only |
| Repeatability: | 00 - Two Repeats if Grade was D, F, NC, or NP |
| Also Listed As: | |
| Formerly: | CONS 70 |

Catalog Description:

Introduction to organization and management of construction projects, including principles of contracts, estimating, bidding and scheduling. Project management cycle and responsibilities of participants will be explained.

Prerequisites/Corequisites:

Recommended Preparation: Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Schedule of Classes Information:

Description: Introduction to organization and management of construction projects, including principles of contracts, estimating, bidding and scheduling. Project management cycle and responsibilities of participants explained. (Grade Only) Prerequisites/Corequisites: Recommended: Eligibility for ENGL 100 or ESL 100 Limits on Enrollment:

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

| AS Degree: CSU GE: | Area Transfer Area | I. | | Effective: Effective: | Inactive: Inactive: |
|-----------------------|-----------------------|------------|-----------|--------------------------|------------------------|
| IGETC: | Transfer Area | L | | Effective: | Inactive: |
| CSU Transfer | :Transferable | Effective: | Fall 1981 | Inactive: | |
| UC Transfer: | | Effective: | | Inactive: | |

CID:

Certificate/Major Applicable:

Certificate Applicable Course

COURSE CONTENT

Outcomes and Objectives:

The students will:

- 1. Analyze the project process cycle.
- 2. Document the roles of participants in the project process.
- 3. Describe the roles and responsibilities of the project manager.
- 4. Interpret and write a simple contract.
- 5. Interpret construction documents, including contract gen. conditions.
- 6. Evaluate estimate contents and determine the basis for bidding.
- 7. Interpret and prepare simple construction project schedules.
- 8. Correctly utilize construction terminology.

Topics and Scope:

- 1. Introduction to the design process
 - a. Professional roles
 - b. Documentation
- 2. Introduction to the construction project cycle
- a. Professional roles
 - b. Documentation
- 3. Construction working drawing
- a. Contents and interpretation
- b. Retrieving information
- c. Application
- 5. Specification
- a. Contents and interpretation
- b. Retrieving information
- c. Application
- 6. Contracts
- a. Principles of a contract
- b. Requirements for making a contract

- c. Case studies
- 7. Estimating
- a. Principles of estimating
- b. Examination of estimate documents
- c. Case studies and applications
- 8. The bid process
- a. Examination of bid documents
- b. Bid selection
- 9. Scheduling
- a. Principles of scheduling
- b. Examination of scheduling documents
- c. Case studies and applications

Assignment:

- 1. Reading text.
- 2. Completing exercises and problem solving assignments.
- 3. Interpreting working drawing content.
- 4. Interpreting specifications information.
- 5. Research and preparation of simple contract.
- 6. Research and preparation of simple schedules.
- 7. Research and preparation of 3-5 page paper on project organization or estimating.
- 8. Written assignments involving analysis and synthesis of course material.

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework, Term papers, CONSTRUCTION REPORTS & FORMS

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Homework problems, Quizzes, Exams, PROJECT SCHEDULES

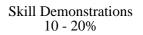
Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Class performances

Exams: All forms of formal testing, other than skill performance exams.

Writing 20 - 40%

Problem solving 20 - 35%



| Multi | ple cho | nice T | rue/false | Matching | items | Completion |
|-------|---------|--------|-----------|-------------|-------|------------|
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Other: Includes any assessment tools that do not logically fit into the above categories.

CLASS PARTICIPATION

Representative Textbooks and Materials: Gould, Managing the Construction Process. Prentice Hall, 1997.

| Exams | | |
|-------|-----|--|
| 20 - | 30% | |

Other Category 0 - 10%