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:

Transfer Credit: CSU;
Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**			Effective:	Inactive:
CSU GE:	**Transfer Area**			Effective:	Inactive:
IGETC:	**Transfer Area**			Effective:	Inactive:
CSU Transfer:	Transferable	Effective:	Fall 1981	Inactive:	Fall 2025
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	Writing 20 - 40%

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

Homework problems, Quizzes, Exams, PROJECT SCHEDULES	Problem solving 20 - 35%

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

Class performances	Skill Demonstrations 10 - 20%

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

Multiple choice, True/false, Matching items, Completion	Exams 20 - 30%

Other: Includes any assessment tools that do not logically fit into the above categories.

CLASS PARTICIPATION	Other Category 0 - 10%

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