



TMGT 439-01W CONSTRUCTION MANAGEMENT COURSE SYLLABUS: SPRING 2017

INSTRUCTOR

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REQUIRED TEXT

Construction Management, Daniel Halpin and Bolivar Senior, 4th Ed., Wiley (ISBN 978-0-470-44723-9)

COURSE DESCRIPTION

Study of construction operations projects management and project planning. Includes scheduling, rough diagram preparation, calculating costs, presentations, and controlling. Prerequisites: TMGT 336
(Basic elements of management for construction projects; roles of all participants in the process owners, designers, contractors and suppliers; emphasis on contractual aspects of the process, estimating, planning and controls)

COURSE OBJECTIVES

This class is an introduction to construction project management.

There are two main objectives of this class:

- 1) Provide the fundamentals of how construction projects are developed, organized, and executed
- 2) Provide the basics of how to make project investment and financing decisions

STUDENT LEARNING OUTCOMES

After taking this class students should be able to:

- Describe the relationship between civil engineering design, technical requirements, and construction
- Explain the principals and practices of project management
- Identify project stakeholders, roles, and responsibilities
- Identify and understand the steps of the project development process
- Evaluate the financial feasibility of a project
- Detail the fundamentals of sequencing construction activities and tasks
- Differentiate the process of building a project estimation at different levels of details
- Develop a simple construction schedule using the critical path method
- Explain the basics of project monitoring, controls, and safety requirements

COURSE REQUIREMENTS

This is a fully online course. The course content and interactions will be found on our class website. The student should log in regularly to our course website in LearningStudio (eCollege). Students should check their university email accounts and course website announcements and discussion areas for communication from the instructor.

READING ASSIGNMENTS AND CLASS PREPARATION

Reading assignments should be completed prior to the class for which they are assigned. All of the reading material will not necessarily be covered in class, but you will be responsible for assigned readings on homework and exams. Class attendance and participation will affect your grade. Please actively participate in class discussions.

GRADING

- Attendance & Participation 30%, Assignments & Quizzes 30%, Mid-Term Exam 20%, Final Exam 20%
 - A: 100-90
 - B: 89-80
 - C: 79-70
 - D: 69-60
 - F: 59-0

TECHNOLOGY REQUIREMENTS

The student will need access to high-speed internet connection, with a modern computer (Windows XP or newer, MS Office, Internet Explorer (6.0, 7.0, or 8.0)). It is probable that lectures will be conducted via the web, using ClassLive Pro. Students will be given instructions as to how to access this program via the Dropbox. Students also will need a microphone and speakers (preferably a headset) in order to hear and talk with the Professor.

Your courses will also work with Macintosh OS X along with a recent version of Safari 2.0 or better. Along with Internet Explorer and Safari, eCollege also supports the Firefox browser (3.0) on both operating systems.

It is strongly recommended that you perform a "Browser Test" prior to the start of your course. To launch a browser test, login into eCollege, click on the "myCourses" tab, and then select the "Browser Test" link under Support Services.

ACCESS AND NAVIGATION

This course was developed and will be facilitated utilizing eCollege, the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to <https://leo.tamuc.edu/>

You will need your CWID and password to log into the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or helpdesk@tamuc-commerce.edu. For additional information on how to be a successful student, log in to tarmac; password online, and read the information provided.

Students will access and follow all course instructions found in the weekly content area; they will participate in ClassLive Pro sessions, as well as Discussion Boards, submit assignments via the Drop Box tab, and take the Final Exam.

COMMUNICATION AND SUPPORT

Information on how to contact your Professor is provided on the first page. Email is the preferred method of communication. Every effort will be made to respond to your email within 24 to 48 hours. If personal meetings are desired, an appointment must first be made and confirmed. As this is a summer class, no set office hours are in effect. The Professor will communicate with students via email, ClassLive Pro, and eCollege Announcements. All communications are expected to be of professional nature, with proper spelling and punctuation.

SUBMITTING ASSIGNMENTS

Submitted student work must be prepared using Microsoft Word, and PowerPoint; other word processing formats will not be accepted. Keep your electronic copies for future use in capstone or portfolio courses. In the workplace, you are expected to produce documents that are clear, error-free, and visually effective in communicating your message. Your work products must also satisfy general requirements of the organization, be appropriate for a specific purpose, and meet the needs of the audiences for the communication. Evaluations of your student work products will reflect these same basic concerns. Neat, professional appearing submittals, which are well organized, communicate your thoughts well and contain technically correct information will receive higher scores. Additional guidelines for the term paper and PowerPoint slides will be provided in the Doc Sharing section and/or Announcements. Put your name on the top of your submitted work product. Many submitted documents do not have a student's name or other needed identifiers. These submittals will not be graded. You will receive a failing grade for each assignment that does not have the following information at the top of each uploaded submittal; 1) your name, 2) the chapter homework number, and 3) the course name and number. Use spell-check and grammar-check before submitting your work product. Required file naming convention: All uploaded files for this course MUST use the following file naming convention. Uploaded files that do not meet this file naming convention Will Not Be Graded. E-mail not using the course naming convention will not be returned.

- Convention: LastName,Initial(s)-CourseNumber-SubmittalName/Number,Extension
- Examples: SmithJB-TMGT-411-01W-HW01.doc (No Spaces; Use Dashes)

STUDENT SUPPORT

Texas A&M University-Commerce provides students technical support in the use of eCollege. The student help desk may be reached by the following means 24 hours per day, seven days per week:

- 1) Chat Support: Click on "Live Support" on the toolbar within your course to chat with an eCollege representative
- 2) Phone: 1-866-656-5511 (toll-free) to speak with an eCollege Technical Support Representative
- 3) Email: helpdesk@online.tamu-c.org
- 4) Help: Click on the "Help" button on the toolbar for information regarding working with eCollege (i.e., "how to submit to the dropbox, etc.")

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Statement of Ethical and Professional Conduct:

Students enrolled in this course are expected to follow the highest level of ethical and professional behavior at all times. Each student will be expected to maintain legal, ethical and moral principles, practice professionalism and civility throughout this course of study

ACTIONABLE CONDUCT

The following actions on the part of the student will bring sanction against that student:

- Dishonest Conduct: Seeking to obtain unfair advantage by stealing, purchasing or receiving copies of course, related assignments, projects, examinations. Intentionally preventing others from completing their course related work. The falsifying of records in order to gain admission or in order to complete an academic program of study. The purchase of course related work from any outside or external source.
- Cheating: The unauthorized use or copying of another's work and reporting or representing it as your own.
- Plagiarism: Using or copying someone else's words, ideas and/or work without citations and the giving of proper credit (reference).
- Collusion: Acting with others to perpetrate any of the above actions regardless of your personal gain.

SANCTIONS

Faculty, guided by a clearly delineated policy in the course syllabus, will be the arbiter for all in- class violations. All violations will be reported to the Department Head of Engineering & Technology to assure equity and to provide appropriate counsel. In addition, the Department Head will maintain departmental records of violations by students. Sanctions beyond those imposed on the student by the course faculty member will be in the hands of the Department Head and the Dean. Potentially, for any repeated violations, a student could receive permanent expulsion from Texas A&M University-Commerce. Administrators, faculty, and students are guided by the course syllabus, current undergraduate and/or graduate catalogs of the University, University Rules & Procedures, and The Student's Guidebook.

Students will always be afforded due process and review as appropriate under University policy.

As an official university student enrolled in this academic course, you will be held accountable for your actions in this course. This Academic Honesty Policy is in effect for the duration of this course of study and all enrolled students are expected to abide by the stated policy.

1. If you cannot accept this Academic Honesty Policy you must notify your Professor immediately by email and also officially withdraw from this course of study.
2. If you choose to remain in this course you are hereby accepting and agreeing to abide by this Academic Honesty Policy. No further action on your part is required.

Plagiarism represents a disregard for academic standards and is against University policy. Plagiarized work will result in failure of the course and further administrative sanctions according to University policy. Guidelines for properly quoting and citing someone else's works can be found in a variety of handbooks and online resources.

UNIVERSITY SPECIFIC PROCEDURES

ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities.

If you have a disability requiring an accommodation, please contact:

- Office of Student Disability Resources and Services, Texas A&M University-Commerce, Gee Library 132
- Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, StudentDisabilityServices@tamuc.edu

STUDENT CONDUCT

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*).

LATE SUBMITTALS

Not accepted. However, you may receive an extension for good cause if you contact your Professor before the assignment is due by means of an e-mail or memo in which you (1) explain the reason for the delay and (2) propose a reasonable deadline (less than one week), which you then keep. The e-mail or memo is a contract. Failure to keep the new deadline breaks the contract, and your assignment won't be accepted. Use this option no more than once in a semester.

INCOMPLETES ARE NOT AVAILABLE

A student may drop a course by logging into their myLeo account and clicking on the hyperlink labeled "Drop a class" from the choices found.

COURSE SCHEDULE

WEEK #	WEEK OF	TOPICS
1	16-Jan	Basic Concepts
2	23-Jan	Bid Package
3	30-Jan	Issues during Construction Phase
4	6-Feb	Construction Contracts
5	13-Feb	Legal Structure, Impact of Texas
6	20-Feb	Project Planning
7	27-Feb	Project Scheduling
8	6-Mar	Mid-Term Exam
9	13-Mar	Spring Break
10	20-Mar	Lean Construction, Life Cycle Cost
11	27-Mar	Project Cash Flow, Project Funding
12	3-Apr	Construction Equipment
13	10-Apr	Construction Labor
14	17-Apr	Construction Estimating, Cost Control
15	24-Apr	Construction Safety
16	1-May	Final Exam

* the course schedule is subject to change throughout the semester and the revisions will be noted in class