### ARC 7106: PROJECT MANAGEMENT AND PROFESSIONAL PRACTICE [45 CH]

**Description**

**Objective**

1. To provide students with knowledge and skills on the key project management processes and activities.
2. To equip students with knowledge and skills of managing architectural project.

**Course Content**

1. Advanced concepts of management process. **[08 CU]**
   1. Concepts and key approaches to management process
2. Construction management **[12 CU]**
   1. Management methods
   2. Resources
   3. Materials
   4. Consultants, contractors, nominated sub-contractors and suppliers
   5. Building process
3. Firm. Practice management **[10 CU]**
   1. technical resources in office
   2. Office management
   3. Financial management

**Learning Outcomes**

At the end of the course the student should be able to:

1. manage an architectural practice
2. Manage development projects

**Teaching and Learning Pattern**

The course will be delivered through a mixture of lectures, seminars, and group discussions. Lecture material will be supplemented by individual reading by students.

**Mode of Assessment**

Assessment will be done through continuous coursework and final written examination. Continuous assessment will include assignments, tests and practical exercises. A final examination will be offered at the end of the semester. Coursework will carry a total of 40% and a written examination will carry 60%.

**Delivery Mode**

Lectures/Seminars/ (30 hours), Practicals (15 hours). The total contact hours are 45

**Assessment**

Two tests and two seminar papers as continuous assessment will constitute 40% of the overall assessment. Remaining 60% of the assessment will come from the final semester examination.

**References**

1. Hill, C. L. and McShane, S. (2006) [Principles of Management](http://www.amazon.com/Principles-Management-Charles-W-Hill/dp/0073530123/ref=sr_1_1?s=books&ie=UTF8&qid=1301226049&sr=1-1)
2. Carpenter, M., Bauer T. and Erdogan B. (2009) [Principles of Management](http://www.amazon.com/Principles-Management-Mason-Carpenter/dp/0982043074/ref=sr_1_4?s=books&ie=UTF8&qid=1301226049&sr=1-4)
3. Powell, J. A. and Crichton, C. (1980)[Handbook of Architectural Practice and Management](http://www.amazon.com/Handbook-Architectural-Practice-Management-Crichton/dp/0900630671/ref=sr_1_1?s=books&ie=UTF8&qid=1301226165&sr=1-1)
4. Emmitt, S. (1999) [Architectural Management in Practice: A Competitive Approach (Chartered Institute of Building)](http://www.amazon.com/Architectural-Management-Practice-Competitive-Chartered/dp/0582356962/ref=sr_1_2?s=books&ie=UTF8&qid=1301226165&sr=1-2)
5. Emmitt, S., Prins, M. and Otter, A. (2009) [Architectural Management: International Research and Practice](http://www.amazon.com/Architectural-Management-International-Research-Practice/dp/1405177861/ref=sr_1_4?s=books&ie=UTF8&qid=1301226165&sr=1-4)
6. Dell'Isola , D. (2002) [Architect's Essentials of Cost Management (The Architect's Essentials of Professional Practice)](http://www.amazon.com/Architects-Essentials-Management-Professional-Practice/dp/047144359X/ref=sr_1_6?s=books&ie=UTF8&qid=1301226165&sr=1-6)
7. Piven P. and Perkins, B. (2008) [Architect's Essentials of Starting, Assessing and Transitioning a Design Firm (The Architect's Essentials of Professional Practice)](http://www.amazon.com/Architects-Essentials-Assessing-Transitioning-Professional/dp/0470261064/ref=sr_1_7?s=books&ie=UTF8&qid=1301226165&sr=1-7)
8. Barrett, P. (1991) Practice Management, New Perspective for Construction Professionals, Chapman, UK.
9. Pepperel T. (1991) Risk Management (lecture notes) RIBA indemnity Research, London, RIBA Publication.