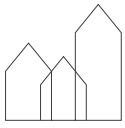


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# SEMESTER SYLLABUS 5TH SEMESTER REFURBISHMENT AND CONVER- SION AND ELECTIVE PROGRAMME ELEMENT CONSTRUCTION MANAGEMENT

Bachelor of Architectural Technology and Construction Management

VIA University College Horsens

Spring 2018

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# SEMESTER SYLLABUS

## Welcome to the Architectural Technology and Construction Management programme at VIA!

You have now reached the last semester in the study environment we call 'professionalization', thus the last semester which primarily is organized by the teachers.

You ought to consider whether you need to make a special effort to improve on your competencies within certain fields before your practice placement, elective dissertation, bachelor project and in the end before you enter the labor market.

The theme of the semester project is 'Refurbishment and Conversion'.

Working with the project, you and your group will learn about substantial changes of the functions, construction principles and material composition in an existing building, including civil engineering works

Furthermore, there is an elective programme element this semester where you have to work with a topic of your choice. Your work must be based on the methods you were introduced to at the 4<sup>th</sup> semester in philosophy of science.

You have to describe a specific problem within refurbishment and conversion you wish to examine and solve.

The elective programme element constitutes half of the semester, thus it is a great opportunity for you to target your education in relation to what you wish to do afterwards.

During this semester, you have to find a place for your internship at the 6<sup>th</sup> semester.

### Quality assurance and development

In the following links, you can find the latest action plans, developed by the programme management based on your assessments.

Find other action plans in relation to the work with quality assurance and development of the study programme on [Studynet \(Horsens\)](#).

Join [VIA Bygningskonstruktør / Architectural Technology and Construction Management](#) on LinkedIn and become a part of a professional network with other students, graduates, teachers and employers.

### Reading guide

To guide you about the different semesters in this programme, a semester syllabus has been developed for each semester. The semester syllabus contains three main sections:

**1. The programme.** This section describes the basic approach to the pedagogy and teaching-forms, including our expectations of you in terms of achieving the learning aims. This section also describes our work with quality assurance and development of the programme and the role you play in this context.

**2. The semester.** This section starts with a brief description of the overall planning of the semester, followed by a brief specification of requirements and prerequisites for admission on the semester as well as the overall learning objectives for the semester. Subsequently, you will find a detailed description of semester content, i.e. the cross-disciplinary project, including single subjects and other elements. Finally, the main section describes how to assess the fulfillment of your learning aims, through tests and evaluations, and what criteria form the basis for the evaluation.

**3. The teaching.** This section contains a description prepared by the semester team (teachers) detailing the specific project/case and includes a teaching plan and a list of references. The project work in the specific semester is planned by the teacher team and is tailored to meet the class and to the students' background. Consequently, there will be differences in the planning and organizing of teaching in Danish versus international classes. Likewise, differences may occur in the way teaching is planned and organized at the different campuses. Such differences level out as the programme progresses.

# 1 THE PROGRAMME

The Architectural Technology and Construction Management programme is organized as a full-time education with 7 semesters, equivalent to 210 ECTS-points. The Construction Technologist Programme consists of 4 full-time semesters corresponding to 120 ECTS-points. Each ECTS-point corresponds to a workload of 27.5 hours and each semester is organized over 20 weeks, including the exam. Hence, you are expected to spend approximately 41 hours per week on your education<sup>1</sup>.

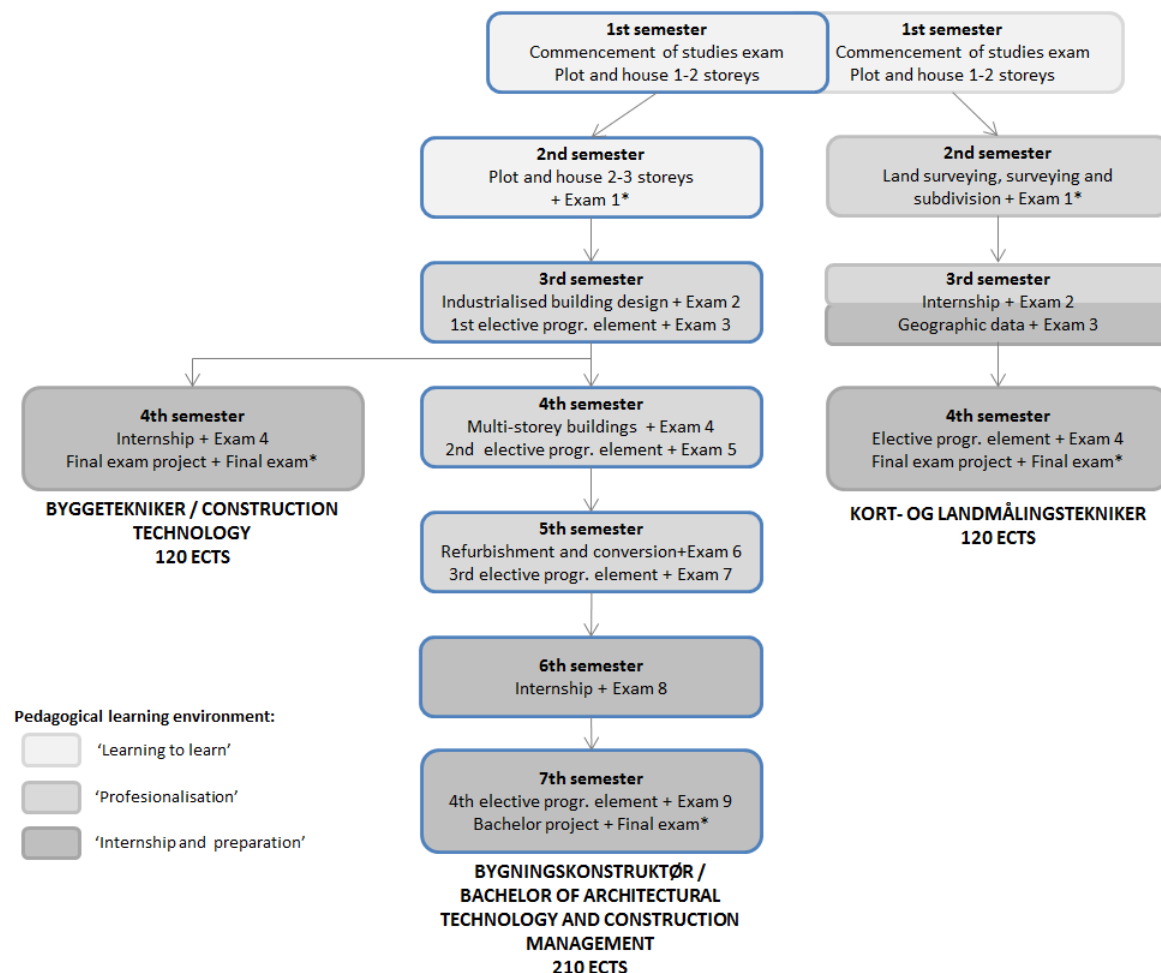
As a student, you have your own 'workplace' at the college, which we encourage you to use. The 'workplace' will change from semester to semester, depending on the size of the classes and your choice of specialization.

You also have access to resources and equipment made available to you by the campus. The type of resources and equipment may vary slightly from campus to campus.

## 1.1 The study environments

The programme is based on three different study environments, ensuring a natural progression in the learning during the course of the programme, see Figure 1:

Figure 1: The three study environments at VIA Built Environment



Source: Created at VIA Built Environment

<sup>1</sup> During the internship, a workload of approximately 37 hours/week is accepted.

### "Learning to learn"

This environment emphasizes the learning of how to be a successful student – finding your own learning style and gaining good study- and work-habits. Furthermore, special emphasis is put on Portfolio as the controlling element which ensures focus on the process oriented approach.

### "Professionalization"

This environment increases focus on the professional content of the projects. At the same time, your ability to learn yourself is enhanced. This happens in relation with you learning more about advanced methods for carrying out analyses.

### "Internship and job preparation"

Through the internship in a company of your own choice, the elective programme element and bachelor project, you are required to immerse yourself further and independently into the relation between theory and practice.

## 1.2 Teaching- and workforms

The Architectural Technology and Construction Management programme is based on Problem-based Learning (PBL). That is, the turning point in each of the compulsory programme elements is one cross-disciplinary project. In the work with the project problems, the student develops and demonstrates gained knowledge, skills and competences across the academic areas of the semester.

To prepare the student as much as possible for the profession, the primary work form is group work. Other teaching and workforms are organised in relation to the project work. Theory lessons are primarily placed in the beginning of the compulsory programme element, as it is seen as general contributions within the theme of the semester.

Besides from this, the student has to seek and process anything else that might be relevant for carrying out the project.

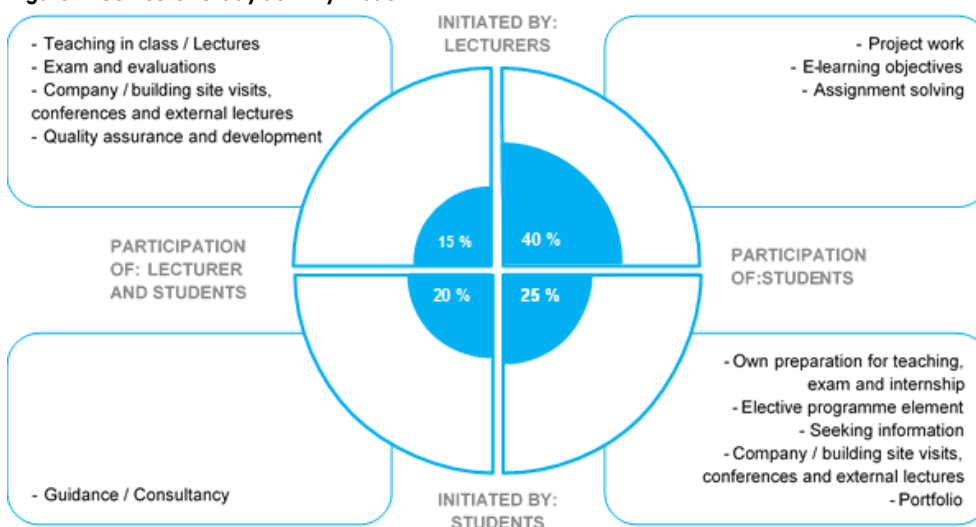
Portfolio is an important tool in the study programme, which you are to use to reflect upon your own learning.

The teaching- and workforms used in this semester are presented in the semester Study activity model.

The Study activity model clarifies partly that we expect you as a student to spend approximately 825 hours in each semester, partly that there are different types of teaching- and workforms which indicate that not all learning is initiated by a teacher and/or with the presence of a teacher. I.e., as a student you also carry a great responsibility for your own learning.

Hence the study activity model is also an illustration of what we expect from you as a student and what you can expect from us in relation to reaching the learning objectives.

Figure 2: Semester Study activity model

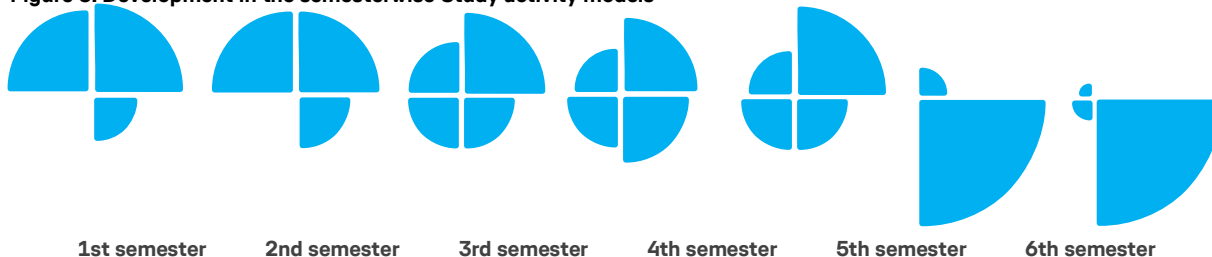


Source: Development at VIA Built Environment

The percentage distribution of hours in the four categories is an expression of the degree of independence we expect of you as a student.

If we look at the development in the semester wise Study activity models it follows the development in the pedagogical learning environment.

Figure 3: Development in the semesterwise Study activity models



Source: Development at VIA Built Environment

All Study activity models can be found on the study programme's [website](#).

### 1.2.1 Individual learning offers

In addition to the scheduled and teacher-organized learning, you have many options of seeking new knowledge on your own. You can make use of the various offers of online teaching made available to you on 'Studynet' at this address: [www.Openvia.dk](http://www.Openvia.dk). In this database, you can find numerous instructional videos and tutorials, which may support your individual learning. You may also find material that can support you in the use of certain it-tools or material that offers repetition of specific academic topics.

You are expected to make use these offers as a supplement to your own learning-process, and you are also expected to seek knowledge through other relevant services (such as the library).

In case you have additional need for special assistance during the programme, there are a number of individual possibilities at the different campuses, e.g. assistance in math, it, language or the like. The assistance may be offered in the form of short, specially organized courses or it could be assistance from a student in one of the higher semesters.

In case you have special needs in relation to your learning, it is your responsibility to make your teachers or the student counselors aware of such needs. In each case, the programme management assesses the possibilities of offering special assistance.

In order to be able to offer you optimal conditions for your studies, it is important that you inform the college about special study or learning needs that you may have.

### 1.3 Study activity / Attendance

As described in the Study Activity Model, you are expected to participate actively in classes, project work and guidance meetings. In other words, we expect that you:

- attend to class well prepared
- take part in discussions and exercises in class
- contribute positively to the group work
- procure literature, recommended by your teachers and/or counselors
- hand in compulsory assignments (these assignments must be approved for you to continue to the next semester)
- attend to meetings related to your education (status meetings, guidance meetings, evaluations, etc.) well prepared and motivated, and that you are able to document and demonstrate that you have reached the set goals

## 1.4 Quality assurance and development of the programme

We work systematically and goal-oriented with quality assurance and development of the study programmes at VIA Built Environment with regards to ensuring your learning and the content of the study programmes. This includes ensuring an updated knowledge base, the right academic level and the study programmes' relevance for the employers.

### 1.4.1 Your involvement

You and your fellow students play an important part in assuring and developing the quality of the study programme. It is important for the programme management and the teachers to get your feedback, partly to ensure that you and your fellow students gain a high learning outcome, partly to ensure a satisfactory study- and teaching environment.

From the table below, you can get an overview of how you as students are involved in evaluating the courses at and outside of VIA, who primarily uses your feedback and when the evaluations are carried out.

**Table 1: The students involvement in evaluation of the courses at and outside of VIA**

Element	Method	Primary users	Time
Alignment of expectation at the start of a new course at the institution	Dialogue at the Semester introduction with a starting point in the semester syllabus	Teachers and students	At the start of each semester.
Midterm teaching evaluation of a course at the institution	The Teacher team select a method	The teacher team	Approximately half way through the semester – is stated in the guiding time schedule.
Final teaching evaluation of a course at the institution	Online survey	The programme management and The teachers and the teacher team	Each semester is evaluated every 3rd time it is carried out. It will be stated in the guiding time schedule if the semester is to be evaluated.
Ongoing dialogue	Dialogue between the teachers, students and programme management, e.g. in the daily life or through the local DSR/KSR	Teachers and students	Continuously.
Quality assurance, incl. final evaluation of internship in Denmark and abroad	Among other things online survey	The programme management, internship coordinators and the international office	Each semester is evaluated every 3rd time it is carried out. It will be stated in the guiding time schedule if the semester is to be evaluated.
Quality assurance, incl. final evaluation of studies abroad	Among other things online survey	The programme management and the international office	By the end of each period of studies abroad.
Student satisfaction survey	Online survey	The programme management and VIAs upper management	Every 2nd year. It will be stated in the guiding time schedule if there is a Student Satisfaction survey in the given semester.

Source: Development at VIA Built Environment



You can find results, Key Performance Indicators and action plans on [Studynet \(Horsens\)](#). Results from the latest evaluations are presented at the Semester introduction. Furthermore, your class representatives play an important part in passing on the main points from the DSR-meetings.

## **1.4.2 The local DSR (Student Council)**

At VIA there is one [DSR](#) at each campus with class representatives from all the study programmes, but there is also local DSR's at the study programmes.

The programme management at VIA Built Environment in Horsens, Aarhus and Holstebro respectively continuously involve the local DSR in a discussion of the work with quality assurance and development of the programme, including:

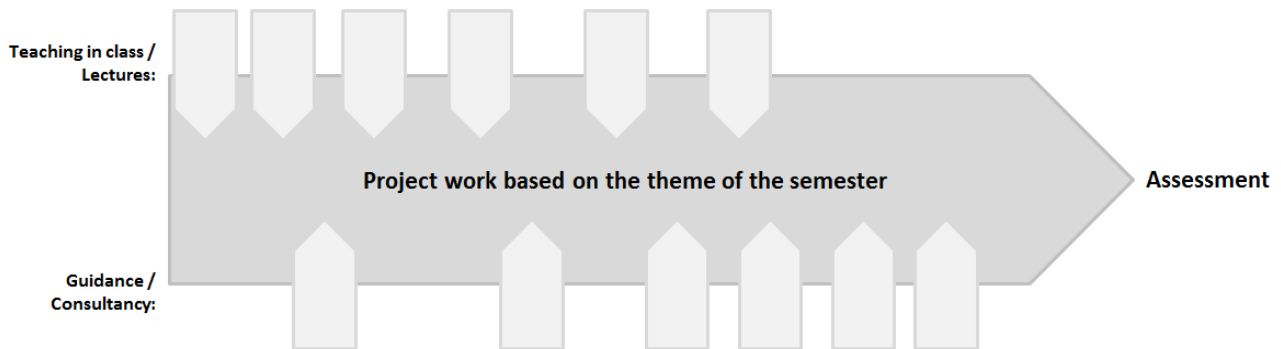
- Employer involvement
- Graduate involvement
- Final Teaching Evaluation
- Final Evaluation of the Internship in Denmark and abroad
- Final Evaluation of Study Abroad
- The Student Satisfaction Survey
- Drop-out analysis
- The Quality Report

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## 2 THE SEMESTER

During this semester, your studies will evolve around one continuous project in agreement with the overall semester theme. Figure 4 illustrates how single subject inputs support the project work. Theoretical inputs are often concentrated at the beginning of the semester, whereas guidance and consultancies in relation to the project are offered later in the semester. It is in the process towards solving problems that you demonstrate your development of competencies in order to become an AP Graduate in Construction Technology or a Bachelor of Architectural Technology and Construction Management.

Figure 4: Cross- disciplinary project work



Source: Created at VIA Built Environment

In the elective programme element you get the opportunity to specialize. The elective programme element is an independent course of study during this semester.

### 2.1 Entrance requirements

In order to be admitted to the 5<sup>th</sup> semester, you must have been registered for the exam in the 4<sup>th</sup> semester, or be able to document that you in other ways have equivalent competencies.

### 2.2 Learning aims for 5th semester (transcribed from the curriculum)

In this section the learning aims for the compulsory part of the semester (15 ECTS-points) are described. The learning aims are transcribed from [the curriculum](#).

#### Knowledge

At the end of the 5<sup>th</sup> semester, you should have learned:

- about and have the ability to reflect on the design of constructions, planning and management tools, technical installations, structural principles and documentation related to refurbishment and conversion
- about and have the understanding of general design and construction techniques in relation to refurbishment and conversion
- about general communication methods, tools and standards relating to refurbishment and conversion projects

#### Skills

At the end of the 5<sup>th</sup> semester, you should:

- have the ability to use methods and tools for collecting and analysing information in relation to refurbishment and conversion projects
- have the ability to assess the theoretical and practical issues regarding the refurbishment and conversion of properties, and be able to make substantiated choices
- have the ability to use professional design methods for refurbishment and conversion of properties and the ability to use methods for planning the actual execution of work

- have the ability to disseminate practical and professional issues and solutions to partners and end-users

### Competencies

At the end of the 5<sup>th</sup> semester, you should:

- be able to apply the acquired knowledge and skills related to the semester's main theme in order to undertake documented analyses of relevant professional issues related to solutions of constructions
- be able to manage and implement the design and production process of a refurbishment and conversion project, considering social and technological aspects.

## 2.3 The project work

The project work is partly carried out as individual assignments and partly as assignments that need to be solved in groups of 2-4 students.

The work is carried out in groups, partly because this work form is commonly used within the building industry, and partly because you learn a lot when you have to collaborate problem oriented on a project with other students with different experiences.

Irrespective of the group work, it is important that you as an individual are able to acquire and put into use the knowledge you have obtained during single-subject teaching.

### 2.3.1 Single-subject teaching

The single-subject teaching concerns rules, theories, methods and techniques within each specific academic field. The timely placement of each topic can be seen from the semester team own teaching plans, which will be available on Study net.

Table 2 show which single subject each main subject consists of. The topics are described separately in the following subsections.

Table 2: Subjects and topics

Main subject	Single subject	Duration
Building Design (BDS)	Architecture and Building Design (ABDS)	4 ECTS-point
Structural Design (STD)	Structural Design (STD)	2 ECTS-points
Building Planning and Management (BPM)	Building Planning and Management (BPM)	8 ECTS-points
Law (LAW)	Law (LAW)	1 ECTS-points
The Elective part	The Elective part	15 ECTS-points
<b>Total duration of the semester:</b>		<b>30 ECTS-points</b>

Source: Created at VIA Built Environment

#### 2.3.1.1 Building Design (BDS)

The learning aims and content of the subject is shown in the following subject boxes.

Subject Box 1: Architecture and Building Design (ABDS)

<b>Duration</b>	4 ECTS-point
<b>Learning aims – Knowledge</b>	<p>You must gain knowledge about:</p> <ul style="list-style-type: none"> <li>- the principles and application of methods and techniques used for the planning, designing and implementation of the design phases involved when refurbishing old buildings,</li> </ul>

	<p>with emphasis on improving the energy conditions through sustainable refurbishment/conversion</p> <ul style="list-style-type: none"> <li>- the history of old multi-storey buildings and the problems related to building physics, structures and details</li> <li>- the complex of legislation, literature, guidelines, etc., constituting the technical foundation of refurbishment and conversion projects in Denmark</li> </ul>
<b>Learning aims – Skills</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>- prepare drawings and specifications to be used as the basis for work implementation</li> <li>- develop visualization and communication skills – including the use of IT</li> </ul>
<b>Content</b>	<p><b>Registration</b> of pre-existing old buildings. That is, only partial registration will be possible because the ‘college situation’ does not allow for the registration on a physical building. Partial registration will be handed out, and the remaining parts will be reconstructed by the students (through an additional assignment).</p> <p><b>Construction phase (Execution):</b> Follow up on the drawings/specifications used for contracting and the drawings used as work drawings during construction</p> <p><b>General:</b></p> <ul style="list-style-type: none"> <li>- Legal aspects</li> <li>- Project scrutiny</li> <li>- Outlining structures and building services</li> <li>- Relevant building technique</li> <li>- Prefabricated building components</li> <li>- Material science</li> <li>- During this semester particular focus will be on the following subjects: <ul style="list-style-type: none"> <li>o Steel structures as primary basic structural elements in a building extension, etc.</li> <li>o Roofs in refurbishment projects</li> <li>o Light weight storey partitions and dry lining walls primarily with the use of steel profile studs</li> <li>o Corrosion and protection against corrosion</li> <li>o Typical construction principles used in refurbishment projects</li> </ul> </li> </ul>

Source: Created at VIA Built Environment

### 2.3.1.2 Structural Design (STD)

The learning aims and content of the subject is shown in the following subject box.

#### Subject Box 2: Structural Design and Mathematics (STD/MATH)

<b>Duration</b>	2 ECTS-points
<b>Learning aims – Knowledge</b>	<p>You must gain knowledge about:</p> <ul style="list-style-type: none"> <li>- important structural parts acting as overall stabilizing members in the existing building and also in building extensions</li> <li>- sizing and assembling methods used in building extensions and structures, beams, columns and joints</li> <li>- and insight into the most important building systems used in old buildings</li> <li>- shoring methods used in connection with the refurbishment of existing buildings, including possible underpinning</li> </ul>
<b>Learning aims – Skills</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>- understand and be able to account for existing building systems</li> <li>- be able to account for structural connections between existing and new building systems (when existing structures are interfered with)</li> <li>- incorporate structural steel fire protection systems in this type of buildings in consideration of the geometry of the steel connections</li> </ul>

	<ul style="list-style-type: none"> <li>- carry out simple rough calculations of relevant structural elements such as steel columns and beams</li> <li>- account for the practical execution of such interventions (when planning and designing structural interventions in a building)</li> <li>- account for and to list all relevant loads occurring in the building</li> <li>- incorporate industrially produced building components as part of the structural stability of the building</li> <li>- communicate structural analyses orally, in writing and graphically and be able to substantiate your choices</li> </ul>
<b>Content</b>	<ul style="list-style-type: none"> <li>- Defining relevant types of loads and building systems</li> <li>- Structural analysis of buildings: Existing, future and during construction</li> <li>- Sizing (dimensioning) – by the use of tables</li> <li>- Estimation of steel column, beams, frames and steel connections by use of geometric equations</li> <li>- Shoring of buildings during construction</li> <li>- Masonry bearing and replacement of masonry</li> <li>- Reinforcing existing foundations (geotechnical bearing capacity)</li> </ul>

Source: Created at VIA Built Environment

### 2.3.1.3 Building Planning and Management (BPM)

The learning aims and content of the subject is shown in the following subject box.

#### Subject Box 3: Building Planning and Management (BPM)

<b>Duration</b>	8 ECTS-points
<b>Learning aims – Knowledge</b>	<p>You must gain knowledge about:</p> <ul style="list-style-type: none"> <li>- the differences in planning and managing a 'design and construction project' for a new building versus a 'design and construction project for refurbishment / conversion of old buildings</li> <li>- the significance of verbal and written media used in the cross-disciplinary communication between the parties involved in construction</li> <li>- potential areas of conflict and handling of these</li> <li>- organizational structure and contract forms</li> <li>- quality assurance of construction work including project scrutiny and risk assessment</li> <li>- organizational aspects in relation to a Main Contract, including construction management and own production</li> <li>- the implementation phases – from the reception of tender documents through construction to handing over</li> <li>- the elaboration of 'Plan for Health and Safety' (PSH)</li> <li>- and be able to understand the principles and possible applications of methods used in planning, management and costing</li> </ul>
<b>Learning aims – Skills</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>- present and communicate the interdisciplinary complexity through the different phases of the building project – in writing and orally - from initial registration to final construction</li> <li>- acquire and practice methods used in conflict handling, for example through cases or, more relevantly, through conflicts arising in the project team (possibly using the class teacher as mediator)</li> <li>- navigate with respect to the parties involved in the project and (in general) account for the importance and responsibility of each party (e.g. authorities, client, tenants, consultants and contractors)</li> <li>- plan the execution of a project in 'main contract form', complying with current legislation and guidelines etc.</li> <li>- produce such drawing that may be necessary for the planning of the work to be carried out - at an overall level for the main contractor (building site) and in more details for own production</li> </ul>

	<ul style="list-style-type: none"> <li>- scrutinise, calculate, plan and (in theory) carry out parts of a main contract and own production from reception of tender documents till project hand over</li> <li>- account for the financial budget based on recognised calculation principles</li> <li>- understand and carry out an overall network planning for the project using relevant calculations</li> <li>- plan and carry out parts of a main contract and own production to form the basis for submission of tendering bids and execution</li> </ul>
<b>Content</b>	<ul style="list-style-type: none"> <li>- Handbook – for project and construction management – fundamental concepts</li> </ul>

Source: Created at VIA Built Environment

### 2.3.1.4 Law (LAW)

The learning aims and content of the subject is shown in the following subject box.

#### Subject Box 4: Law (LAW)

<b>Duration</b>	1 ECTS-points
<b>Learning aims – Knowledge</b>	<p>You must gain knowledge about:</p> <ul style="list-style-type: none"> <li>- 'the law of torts' inside as well as outside a contract</li> <li>- company forms, liability and bankruptcy</li> <li>- the 'source of law' and 'law hierarchies'</li> <li>- termination of liability, including complaint regulations and statute of limitations</li> <li>- provisions in The Danish Contracts Act concerning formation of contract, interpretations and agency</li> </ul>
<b>Learning aims – Skills</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>- account for the chosen contract form</li> <li>- account for the consequences of the chosen contract form in relation to the project</li> <li>- account for basic tender regulations with respect to 'equality of treatment', and transparency</li> <li>- scrutinise specifications in the tender documents and be able assess the consequences of changes in AB 92</li> <li>- account for the significance of agreed conditions between the main contractor and the client in relation to the agreed conditions between the main contractor and subcontractors / suppliers</li> <li>- set up a draft contract between the main contractor and the client, including requests for 'provision of security'</li> <li>- prepare draft agreement for a contract between main contractor and individual trade contractor/supplier and prepare requests for collateral security</li> </ul>
<b>Content</b>	<ul style="list-style-type: none"> <li>- Law of tort</li> <li>- Investment trusts – liability</li> <li>- Bankruptcy – in general</li> <li>- Contract forms</li> <li>- The Danish Tender Act and and The Public Procurement Act – supplement to the 4<sup>th</sup> semester</li> <li>- AB 92 – full version</li> <li>- Departmental note on 'cost and time'</li> <li>- Statute of limitations – relevant provisions</li> </ul>

Source: Created at VIA Built Environment

## 2.3.2 Other study elements

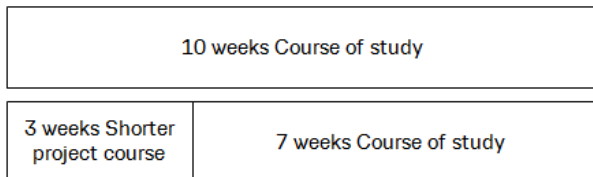
During the semester, the Semester team can plan other study elements, e.g. in corporation with the students. This will appear on the time schedule or the schema for each class.

## 2.4 The Elective programme element

In the elective programme element at the 5<sup>th</sup> semester, you get an opportunity to work with a specific building technology topic or problem within refurbishment of your own choice. It can be related to the project in the compulsory part or it can be another refurbishment project, e.g. from the 60-70'ies. The main aim is that you increase your knowledge and competencies within the given area and that you increase your methodological and analytical skills and building technology competencies.

You decide how you want to organize the 10 weeks in the elective programme element. According to Figure 5, you can either take one Course of study for 10 weeks, or you can take a Shorter project course for the first 3 weeks and then take a Course of study for the last 7 weeks.<sup>2</sup>

Figure 5: Opportunities in the elective programme element



Source: Created at VIA Built Environment

The **Shorter project course** will typically be a preliminary study or a field study to the following Course of study and could e.g. be:

- IP-Programme (Intensive Programme). Typically a project period of 2 weeks, which is partly financed by EU. Smaller groups of students from a number of universities in Europe participates in a mutual project. Notice that it's typically only 5-7 students from VIA, who can participate in a given IP-Programme.
- Study trip / University collaboration. E.g. a workshop in China with focus on energy refurbishment. With regards to organizing, you must have selected this course during the 4<sup>th</sup> semester.
- Local renovation projects. Typically the municipality or other stake holders provide a case for which they want suggestions for a solution from the ATCM-programme.

To strengthen the collaboration between students and to ensure optimal teaching and guidance during the elective programme element, the college has defined 3 types of **Course of study**:

- Construction and Building site Management
- Construction Management
- Special Cross-disciplinary module

The learning aims and content of each Course of study is shown in the following tables.

**NB:** You can choose to work in a group, but in that case it is important that you define which parts of the assignment you are responsible for. At the exam the examiner must have an opportunity to asses your ability to work independently at a professional level.

Table 3: Course of study "Construction and Building site Management"

<sup>2</sup> Note! There are no requirements to the duration of the Shorter project course. E.g. you could also split the elective programme element 2/8. However, activities abroad must have a duration of minimum 2-3 weeks corresponding to 5 ECTS-points.

<b>Duration</b>	15 ECTS-point, e.g. incl. a shorter course of study
<b>Aim</b>	<p>The aim of this Course of study is for you to increase your knowledge and competencies within construction management. The starting point is the building project in the compulsory part. In case the compulsory part does not include all the professional elements required in this Course of study, such elements must be added or a different building project may be used.</p> <p>This Course of study focuses on construction management on a building site and on activities related to the implementation of an individual trade contract.</p>
<b>Learning aims - Knowledge</b>	<p>You must gain knowledge about:</p> <ul style="list-style-type: none"> <li>- construction management in relation to main contracts, individual trade contracts and subcontractors as well as the different tools and methods generally used within the Danish construction industry</li> <li>- the mentioned types of construction management</li> <li>- materials used in older buildings, including hazardous materials</li> <li>- planning of a refurbishment project and logistics required</li> <li>- financial management, time and quality from tendering to handing over</li> <li>- communication and types of collaboration</li> </ul>
<b>Learning aims - Skills</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>- carry out project management in relation to refurbishment projects</li> <li>- plan building site layout with respect to logistics and safety</li> </ul>
<b>Content</b>	<ul style="list-style-type: none"> <li>- Construction management, project management, quality management, safety management, logistic management, process management, conflict management/work management</li> <li>- Planning process</li> <li>- Quality assurance</li> <li>- Safety, safety coordinator, work environment</li> <li>- Handling materials, demolition, PCB, asbestos, lead and other hazardous substances, polluted soil</li> <li>- Construction planning, horizontal and vertical transport</li> <li>- Law</li> <li>- Project finances</li> <li>- Communication</li> <li>- Types of collaboration</li> </ul>

Source: Created at VIA Built Environment

Table 4: Course of study "Construction Management"

<b>Duration</b>	15 ECTS-point, e.g. incl. a shorter course of study
<b>Aim</b>	<p>The aim of this Course of study is for you to increase your knowledge and competencies within Construction Management, including development of the necessary drawing and descriptive material for craftsmen and manufacturers in order to ensure an optimal construction process.</p> <p>The starting point is the construction management project in the compulsory part. In case the compulsory part does not include all the professional elements required in this Course of study, such elements must be added or a different building project may be used.</p> <p>This Course of study focuses on the construction management on an individual trade contract and on activities related to this contract. The prepared project documents must be detailed to such a degree that it is possible to implement entire contract.</p>
<b>Learning aims - Knowledge</b>	<p>You must gain knowledge about:</p> <ul style="list-style-type: none"> <li>- supplier – and contractor design work and quality requirements of documents used when communicating with construction workers</li> <li>- industrialised building systems, materials, constructions, moisture physics and how such issues are handled during the construction process with respect to buildability and construction.</li> <li>- materials used in older buildings, including hazardous materials</li> </ul>
<b>Learning aims - Skills</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>- carry out supplier and contractor design work</li> <li>- Incorporate issues of work environment in the design work (with respect to contractors)</li> </ul>



<b>Content</b>	<ul style="list-style-type: none"> <li>- Safety, safety coordinator, work environment</li> <li>- Handling of materials, demolition, PCB, asbestos, lead and other hazardous materials, polluted soil</li> <li>- Law</li> <li>- Communication</li> <li>- Supplier and contractor design work (Description of Services part. 3.5.7)</li> <li>- Industrialized building system, materials, construction, moisture physics</li> <li>- BIM, optimal use of BIM during the construction phase</li> <li>- Underpinning of existing buildings and possible reinforcement of existing structures</li> </ul>
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Source: Created at VIA Built Environment

Table 5: Course of study: "Special Cross-disciplinary module"

<b>Duration</b>	15 ECTS-points, e.g. incl. a shorter course of study
<b>Aim</b>	The aim of this Shorter course of study is for you to increase your knowledge and competencies within cross-disciplinary work. Either by working with a development project in collaboration with external companies or institutions, or by working with internal research- or development projects in collaboration with a private or public institution.
<b>Learning aims – Knowledge</b>	<ul style="list-style-type: none"> <li>- Defined individually in relation to a specific project.</li> </ul>
<b>Learning aims – Skills</b>	<ul style="list-style-type: none"> <li>- Defined individually in relation to a specific project.</li> </ul>
<b>Content</b>	<ul style="list-style-type: none"> <li>- Defined individually in relation to a specific project.</li> </ul>

Source: Created at VIA Built Environment

## 2.5 Tests and evaluations

At the end of the semester, 2 tests are carried out: one after the compulsory part and one after the elective programme element.

You and your group present the cross-disciplinary project. Following, you will receive an individual assessment, partly for the group work and partly for the independent part of the project.

Table 6 is an overview of the different study elements and their evaluation before or in relation to the final test.

Table 6: Study elements and their assessment

Study element	Evaluated before the final test	Evaluated in the final test
Exam 6: Project work in relation to 'Refurbishment and Conversion'	X (approximately 9 weeks after semester start)	
Exam 7: The Elective part		X
Portfolio	X	

Source: Created at VIA Built Environment

Find general information about the exam on [Study net \(Horsens\)](#).

### 2.5.1 Evaluation of the project

The assessment criteria are defined as:

- Method and process (knowledge, skills, competency)
- Technical solutions and documentation (knowledge, skills, competency)
- Oral presentation and defense (knowledge, skills, competency)

Essential parts of the project must be presented digitally / orally followed by oral examination by the teachers.

It is the last semester before the internship in companies, why great emphasis is put on independence in problem solving including the ability to work methodologically, analytically and professionally with seeking relevant knowledge.

When digital presentation is used at the ATCM-programme in relation to evaluation / the final test, we refer to the [current guide](#).

## **2.5.2 Evaluation of the elective programme element**

The supervisors will assess and give you feedback in the form of a grade supplemented.

The overall assessment criteria used are:

- Introduction
- Problem statement
- Project with overall considerations on the subject and thorough investigations
- Conclusion
- Reflection

### 3 TEACHER TEAM SPECIFICS

Case:

Kolstrup housing association, renovation of block 13 and 14, Aabenraa.

#### 3.1 Guiding time schedule

To the extent possible, the semester will proceed in accordance with the guiding time schedule presented in Figure 6.

Figure 6: Guiding time schedule

5th SEMESTER CONSTRUCTION MANAGEMENT (CM)																											
Spring 2018																											
Month	February				March				April				May				June				July						
Calendar week	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28				
Semester week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23				
Semester start / Introduction to old construction	■																										
Midterm Teaching Evaluation							□																				
The company, prequalification		■																									
Scrutinity and choice of methods			■																								
Quantities				■																							
Calculation					■																						
Tender						■																					
Contracting							■																				
Starting up/Mobilizing								■																			
Construction									■																		
Hand over										■																	
Exam											■																
Short elective course 3 weeks												■															
Individual trade contract elective course 7 weeks														■													
Exam															■												
Reexam if needed																							?				
Introduction to the Practical Placement (Internship)										■																	
Deadline for signing the Practical Placement contract																					■						
The first meeting with the Practical Placement councillor																						■					
Note: changes are possible.																											
Rev. A																											

Source: The semester team's creation

#### 3.2 References and knowledge base

All references and knowledge base will be in studynet or in Handbook for project and construction management – Fundamental concepts. [www.bk-guide.dk/en/](http://www.bk-guide.dk/en/)

##### 3.2.1 Cross-disciplinary references

- [ICT and BIM](#)

##### 3.2.2 Single-subject references