

**Course Code:**

UDPF204

**Session:**

2017/2018

**1. Course Title:**

Professional Studies 5

<b>Version</b>	<b>2. Date of Production/ Revision:</b>	<b>Date of Approval</b>
1.0	February 2018	February 2018

<b>3. Level:</b>
SCQF 11

<b>4. Credits:</b>
15

<b>5. Lead School/Board of Studies:</b>
Mackintosh School of Architecture

<b>6. Course Contact:</b>
Gordon Gibb

<b>7. Course Aims:</b>
The aim of the course is to extend key areas of professional knowledge relating to the management roles and activities involved in contract and practice management and to introduce principle economics aspects of building.

<b>8. Intended Learning Outcomes of Course:</b>
At the end of the course each student should have the ability to demonstrate and/or work with:  <b>Category 1: Knowledge and Understanding</b> <ul style="list-style-type: none"><li>• A professional level of knowledge of the legal and managerial context of architectural practice</li><li>• A professional level of knowledge of the duties and responsibilities of architects, as defined and described in the Codes and Standards relating to their professional practice.</li></ul>

**Category 5: Autonomy, Accountability and Working with others**

- Deal with complex ethical and professional issues and make judgements on issues not addressed by current professional ethical codes and practices.

**9. Indicative Content:**

The course addresses examines a range of topics including:  
Contractual relationships, rights and obligations; subcontracting and assignation; extension of time, L&A damages and claims; adjudication, arbitration and ADR; preparation for the Part 3 examination, presentation skills, CV preparation and interviews; contract administration; building contracts; cost control and cost planning, economics of planned development.

**10. Description of Summative Assessment:**

No.	Assessment Method	Description of Assessment Method	Weight %	Submission week (assignments) or length (exam)
1	Written Assignment	Written assignment of 1,500 words	33.3	Semester 2 Week 5
2	Practical	Briefing appointment with feasibility and development appraisal, 2 day workshop	33.3	Semester 2 Week 10
3	Written Assignment	Written assignment on economic aspects of urban building	33.3	Semester 2 Week 12

*Pass in ALL components required*

**10.1 Please describe the Summative Assessment arrangements:**

Learning level outcomes stated for course must be achieved, and ability to fulfil these is graded against the marking scheme (see Academic Regulations).

Work is assessed through formal written assignments and through group participation and submission relating to the Business, Appointment, Feasibility and Development Appraisal workshop.

**11. Formative Assessment:**

Feedback is given in workshops and group sessions

**11.1 Please describe the Formative Assessment arrangements:**

Staff provide feedback over the course of the two day workshops to groups in preparation for a workshop submission.

**12. Collaborative:**

Yes

No

**12.1 Teaching Institutions:**

Mackintosh School of Architecture

**13. Requirements of Entry:**

Pass in Bachelor of Architecture with Honours Stage 4 or Diploma in Architecture Stage 4 or equivalent .

**14. Co-requisites:**

Final Design Thesis; Architectural Technology 5; PGT elective

**15. Associated Programmes:**

Diploma in Architecture

**16. When Taught:**

Semesters 1 and 2

**17. Timetable:**

Start of Semester 1	Introduction to Professional Studies and PEDR
Mid Semester 1	Introduction to Building Economics
Mid Semester 2	Business. Appointment, Feasibility and Development workshop
End of semester 2	Submission of assignment 1
End of Semester 2	Submission of assignment 2

**18. Available to Visiting Students:**Yes No **19. Distance Learning:**Yes No **20. Placement:**Yes No **21. Learning and Teaching Methods:**

Method	Formal Contact Hours	Notional Learning Hours (Including formal contact hours)
Lecture	15	15
Studio		
Seminar/Presentation		
Tutorial		
Workshop	10	10
Laboratory work		
Project work		50
Professional Practice		
E-Learning / Distance Learning		
Placement		
Examination		
Essay		
Private Study	Not Applicable	75
Other (please specify below)		
<b>TOTAL</b>	<b>25</b>	<b>150</b>

**22. Description of "Other" Teaching and Learning Methods:**

N/A

**23. Additional Relevant Information:**

**24. Indicative Bibliography:**

- Willis, A & Chappell, D, (2011), *The Architect in Practice*, Oxford: Wiley-Blackwell
- RIBA, (2000), *A Guide to Painless Financial Management and Job Costing (Small Practice Series)*: RIBA Publishing.
- Nicholson, Malcolm P, (2005), *Architects' Guide to Fee Bidding*: Taylor & Francis.
- RIBA/RIAS, (2008), *The Scottish Conditions of Appointment of an Architect (SCA2000)*, Jan 2008 Revision, RIAS Edition, Edinburgh: RIAS Publishing.
- RIBA, (2013), *RIBA Job Book*, 9th (or latest) edition, London: RIBA Publishing.
- Speaight, A, (2010), *Architect's Legal Handbook – The Law For Architects (9th edition)*, Oxford: Elsevier.
- Oxley, R & Poskitt, J. (1996), *Management techniques applied to the construction industry*, (5th edition), Oxford: Blackwell.
- Green, R. (2001), *Architect's Guide to Running a Job (6th edition)*. Oxford: Routledge.
- Chappell, D. (2008), *Standard Letters in Architectural Practice (4th edition)*, Oxford: Wiley-Blackwell.
- Ostime, N, (2013), *Handbook of Practice Management (9th edition)*, London: RIBA Publishing.
- Heller, R and Hindle, T. (2008), *The Essential Manager's Manual*, London: Dorling Kindersley