

**Course Code:**

ARDPPROF5

**1. Course Title:**

Professional Studies 5

**2. Academic Session:**

2011/12

**3. Level:**

SCQF 11

**4. Credits:**

10

**5. Lead School/Board of Studies:**

Mackintosh School of Architecture

**6. Course Contact:**

Gordon Gibb

**7. Course Aims:**

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.

**8. Intended Learning Outcomes of Course:**

At the end of the course each student should have the ability to demonstrate and/or work with:

**Category 1: Knowledge and Understanding**

- A professional level of knowledge of the legal and managerial context of architectural practice
- 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.

**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.

**10. Description of Summative Assessment:**

All learning outcomes for the Course are assessed through written examination, and where appropriate through practical examination.

**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 Contract Game.

**11. Formative Assessment:**

Feedback is given on written work.

**11.1 Please describe the Formative Assessment arrangements:****12. Collaborative:**

Yes

No

**12.1 Teaching Institutions:**

Mackintosh School of Architecture

**13. Requirements of Entry:**

Successful completion of stage 4 or equivalent .

**14. Co-requisites:**

Final Design Thesis; Architectural Technology 5; Research Project 5

**15. Associated Programmes:**

N/a

**16. When Taught:**

Term 1, and 2

**17. Timetable:**

Wednesday 28 Sept 2011	General introduction
Tuesday 17th & Wednesday 18th January 2012	Contracts Game
Wednesday 22 February	Submission of assignment

**18. Available to Visiting Students:**

Yes

No

**19. Distance Learning:**

Yes

No

**20. Placement:**

Yes

No

<b>21. Learning and Teaching Methods:</b>		
<b>Method</b>	<b>Formal Contact Hours</b>	<b>Notional Learning Hours (Including formal contact hours)</b>
Lecture	15	
Studio		
Seminar/Presentation		
Tutorial		
Workshop	5	
Laboratory work		
Project work		40
Professional Practice		
E-Learning / Distance Learning		
Placement		
Examination		
Essay		
Private Study	Not Applicable	40
Other (please specify below)		
<b>TOTAL</b>	<b>20</b>	<b>80</b>

<b>22. Description of "Other" Teaching and Learning Methods:</b>
n/a

<b>23. Additional Relevant Information:</b>

<b>24. Indicative Bibliography:</b>
<p>Willis &amp; George, the Architect in practice  RIBA, A Guide to Painless Financial Management and Job Costing ( RIBA Small Practices series)  Nicholson, Malcolm P, Architect's Guide to fee Biding  The Scottish Conditions of Appointment of an Architect (SCA 2000) RIAS Edition  RIBA, Architect Job Book, latest edition  AJ Legal Handbook ( 6th edition), Speight &amp; Stone  Oxley, R &amp; Poskitt, J ( Oxford 1996) Management techniques Applied to the Construction Industry, fifth edition, Blackwell  R Green, Architect's Guide to Running a job, Architectural Press  David Chappell, Standard Letters in Architectural Practice  Cox, Stanley, Architect's Handbook of Practice Management  Heller and Hindle, The Essential Manager's Manual</p>