



# Certificate in building surveying practice



# Course guide

## Certificate in building surveying practice

Language: English

Market sector: Built Environment and Construction

Course type: Blended training programme

## Welcome

We are very excited that you have chosen to study the certificate in building surveying practice.

This guide provides essential information and tips to help you make the most out of this course, including details about your course materials.

## First steps

1. Familiarise yourself with the guidance materials provided on the main page of your course.
2. Bookmark the course page.
3. We recommend that you use Google Chrome.
4. Disable pop-up blockers in the settings of your Internet browser.

## Method of study

This course is designed to be completed within 8 months. As you work through this course, you will be expected to study one module a month. Each module takes 10-15 hours and contains eLearning, reading, case study, and a quiz. You also have access to live consolidation sessions, where a tutor will take you through the module, case study, and any tricky elements of learning.

The course is designed to be flexible around your existing commitments. You are given a further two months to complete your exam and complete any further outstanding work. After this time, the course will end, and you will no longer have access to these materials. Please ensure you complete the course before the course end date.

## What support do you receive?

During the course, you will have access to a course discussion forum. If you have any technical questions about the subject, don't hesitate to post for support from our tutors.

Should you encounter any difficulties with the course materials, whether it is a technical or content-related issue, please contact the eLearning team: [trainingpd@rics.org](mailto:trainingpd@rics.org)

## Course description

As one of the largest areas in surveying practice, building surveying covers a wide range of professional roles. You will be asked to provide a variety of services related to the maintenance and care of buildings, and will work in areas such as building design, refurbishment or alteration, as well as other construction and property matters.

As such, grasping crucial knowledge of construction technology, contracts and building pathology is vital in order to demonstrate your ability in building surveying practice. In our course, you will learn the core principles of practice related to contract administration, construction and environmental services, design and specification, inspection and legal and regulatory compliance.

## Course structure

### Module 1 - Construction Technology and environmental services

- Part 1 - Design and delivery stages
- Part 2 - Building key elements substructure
- Part 3 - Building key elements superstructure
- Part 4 - Regulations and standards

### Module 2 – Design and specification

- Part 1 - introduction – sustainability
- Part 2 - Interpreting the clients brief
- Part 3 - Design process
- Part 4 - Case study draft section

## Module 3 - Inspection

- Part 1 - Introduction
- Part 2 - Carrying out an inspection
- Part 3 - Inspecting different properties
- Part 4 - Reporting on inspections

## Module 4 – Building pathology

- Part 1 - Building pathology
- Part 2 - Materials
- Part 3 - Defects

## Module 5 – Contract administration

- Part 1 - Building a contract
- Part 2 - Common contractual arrangements
- Part 3 - Tendering practice strategies
- Part 4 - JCT Minor works

## Module 6 – Legal regulatory compliance and property management

- Part 1 - UK legislative framework
- Part 2 - Dilapidations
- Part 3 - The party wall act
- Part 4 - Asbestos

## Exam

## Learning outcomes

By the end of the course, you will be able to:

- Evaluate the different stages and process of design and construction works from inception to completion.

- Recognise the functional requirements and performance of building materials and components, including typical defects, causes of failure, likely results, and appropriate remedial measures.
- Identify the roles and responsibilities of the contract administrator and implement necessary procedures.
- Establish relevant requirements and techniques for carrying out property inspections.
- Recognise the legal/regulatory requirements for surveying, including regulations and guidance for health and safety
- Demonstrate knowledge and understanding of the consequences of fire in a building,
- Interpret how it is modified by the enclosure and how the impact may be controlled.
- Apply fire safety principles to practical situations so as to minimise the risk

## Learning resources

The resources in each technical module include various learning components to ensure you achieve the right level of knowledge for each competency.

### eLearning module

Interactive and responsive eLearning modules deliver the technical content of the learning objectives. The content will be delivered in bite-size chunks, including examples, top tips, scenarios and interactive activities.

Note: Please select 'Exit course' at the top right of the screen before closing eLearning to save progress for later resumption.

*Completion requirement: you must view all slides for this activity to be marked as completed.*

### Reading materials

The eLearning is supported by structured essential reading materials such as professional guidance and standards, videos or the latest insight articles and research.

*Completion requirement: you must view the essential reading for this activity to be marked as completed.*

## Quiz

A short quiz tracks how much of the learning has been absorbed and acts as a progress tracker for you.

*Completion requirement: Quizzes do not require a passing grade, but you must attempt them to have the activity marked as completed.*

## Consolidation session

These 1-hour recorded web classes consolidate the key takeaways from the eLearning modules, reading materials, case studies and common questions that have been raised in the forum.

*This activity has no completion requirement, but we strongly recommend watching the recorded session.*

## Case study

Every module has a graded case study for you to apply what you have learned in a more practical sense. The tutor will review your submission and provide you with feedback on your strengths, areas for improvement and actions to take.

After you have submitted the case study, a model answer and a walk-through video will be automatically released. You must submit your case study for this activity to be marked as completed.

This activity has no completion requirement, but we strongly recommend completing your case studies.

## Discussion forum

The forum is the place for you to engage with your peers and tutors. Tutors will reply within 3 to 5 working days.

For further guidance, please refer to the "Discussion Forum – Guidance and Code of Conduct" that is available on the course page.

*This activity has no completion requirement.*

## Exam

Upon completion of all the eLearning modules and quizzes, you will unlock the programme examination.

- The exam consists of 50 multiple-choice questions.

- The passing grade is 65% and you have 70 minutes to complete it.
- You are allowed 2 attempts; however, the second attempt is only released 24 hours after the first attempt.
- A certificate of completion will be granted upon successful completion