



Certificate in Construction Project Management

Duration: **6 Months Distance Learning Programme**
Language: **English**

RICS Member: **£915 + VAT**
Non RICS Member **£1,099 + VAT**

Course Summary

This programme explores the project lifecycle from start to finish and the critical steps within each stage. With this course providing an international perspective, you will establish a well-rounded view of managing construction projects.

This course is made up of the following 12 technical units covering the essential areas:

- Unit 1 – The legal framework for construction projects
- Unit 2 – Construction technology and environmental services
- Unit 3 – Understanding the Client's requirements
- Unit 4 – Feasibility Studies and Option Appraisals
- Unit 5 – Project process and procedures
- Unit 6 – Building Information Modelling (BIM)
- Unit 7 – Procurement and tendering
- Unit 8 – Team working, Management and Leadership Skills
- Unit 9 – Risk management & Value Engineering
- Unit 10 – Project Finances and their management
- Unit 11 – Contract practice and administration
- Unit 12 – Project Audit and Evaluation

Course Contents

Unit 1 – The legal framework for construction projects

- The impact legislation and regulation have on a project
- Planning
- Building Regulations
- Health & Safety
- Contract Law over-view
- Property Law over-view

Unit 2 – Construction technology and environmental services

- Different design solutions vary for different construction projects
- Evaluating on the choice of construction solution for a project
- Sustainable construction methodologies

Unit 3 – Understanding the Client's requirements

- The purpose of the brief
- Business case drivers and structure
- Managing stakeholders and client relationships
- Evaluate a client's business case against project brief

Unit 4 – Feasibility Studies and Option Appraisals

- Life cycle costing
- Types of surveys
- Development Appraisals
- Developing development programmes
- Developing budgets for construction contracts

Unit 5 – Project process and procedures

- Programme & Planning projects
- The different stages of a projects development
- The role and responsibilities of the project manager

- Key stake holders and their role within a project
- Project execution plans and other management tools
- Reporting on a projects performance

Unit 6 – Building Information Modelling (BIM)

- Application of BIM strategies and implementation within a project
- Different collaborative processes necessary for BIM adoption
- Design and implementation of a BIM management process
- Analysis of comparative BIM solutions
- Facilitate and manage project team members for BIM implementation.

Unit 7 – Procurement and tendering

- The main types of procurement used in both private and public sectors
- Tendering and negotiating process involved within procurement
- How to implement procurement routes
- Producing tender documentation
- Manage the tender and negotiation process of a project

Unit 8 – Team working, Management and Leadership Skills

- How leadership and motivation can be applied to project management
- How to recruit the right project team
- Techniques that create high performing team
- Awareness of effective organisational design and communication strategies within a project team
- Managing people and targets to achieve performance

Unit 9 – Risk management & Value Engineering

- The concepts of risk within a construction project
- Techniques to measure risk
- Risk registers and models used to quantify the risk
- The use of value management/value engineering techniques
- Identifying when value management should be used in a project life cycle

Unit 10 – Project Finances and their management

- The measurement of buildings and structures to agreed standards
- Reporting and forecasting techniques within a construction project
- Manage project costs during each development phase

- The use of cash flows in financial management
- Evaluate on financial implications

Unit 11 – Contract practice and administration

- The purpose of contracts and their relevance in the construction industry
- Alternative forms of contracts available and their uses
- How to review key contract provisions and how these differ between contract types
- The contractual procedures applied to various stages of a contract
- The roles and responsibilities within contract administration

Unit 12 – Project Audit and Evaluation

- Prepare audit reports for clients and stakeholders
- The relationship between business plans and project success factors
- Change management techniques
- Lessons learned and reflective analysis

Course Structure

The duration of this distance learning programme is 6 months. During this period you will learn via a combination of online self-study material supported by interactive live online tutor-led sessions.

The course is composed of 12 units. Each unit will give you a detailed understanding of the topic and will blend theory and practice via case studies test your understanding and will include the following resources:

- Instructional tutor presentations
- Course textbook
- Case studies and practical exercises.
- Online forum for tutor and delegates
- Live tutor facilitated online classroom sessions

Instructional tutor e-learning

The tutor instructional e-learning have been created by a subject matter expert who specialise in construction management. This instructional e-learning courses support the candidate's development of the covered module.

Case Studies and Practical Exercises

Case studies within the distance and blended approach assist in bringing the theory to life. Delegates are provided with structured case studies, which will direct them to share their answers with their fellow delegates within the module forum and online live tutor session where their questions and examples can be discussed and supported.

Online forums to share information and ask questions

Forums provide a great opportunity to share information and pose questions you may have related to the topics during the distance learning. Having access to forums will allow all delegates to share best practice and foster a strong learning and development community within the 6 month programme.

Live tutor facilitated online classroom sessions

The live tutor session during the 6 month programme, have been designed to support the delegates and help consolidate their learning. These structured sessions will allow the tutor to consolidate the taught topics and explain some of the key theoretical points in a live environment. Being online is like a face to face session without the need to leave the office, therefore delegates can be based anywhere geographically to participate.

Course Text Book

The text book has been sourced to provide candidates with a thorough in-depth look into the topics covered throughout the course and supply further reading regarding best practice and key techniques regarding facilities management and corporate real estate.

Course Assessment

Delegates are assessed through an online examination within the RICS Online Academy. You will be supported through your training programme by a dedicated course tutor. The examination will take place within a one month window period at the end of the 6 month programme.

Upon successful completion of the course delegates would have completed 200 CPD hours study over the 6 month period. Delegates will also receive a certificate of course completion confirming you have successfully attended and passed the Certificate in Construction Project Management.

