

CM 1000 – Orientation to Construction & Development
College of Architecture & Construction Management
Term: Fall 2015



Prerequisite: N/A

Class Meeting time: 8:00 – 9:20 PM Tuesday and Thursday

Course Website: <http://d2l.kennesaw.edu>

Class Location: H Bldg, Room 323

Class instruction methodology: 1-2-2 (Lecture 1, Lab 2, Other 0)

Instructor: Dr. Charner Rodgers

Office Location & Hours: H 340, please see schedule on office door

Course Communications: charner14@kennesaw.edu

Preferred method of contact: direct email to KSU email not from D2L brightspace

Required Text/ISBN Number: N/A

COURSE SYLLABUS

Construction Management Faculty are involved in the development of knowledge, understanding, and application in an environment where we monitor, manage, and facilitate the learning process. Instructor strives to provide a rich learning environment that allows for a range of individual learning styles. The following syllabus provides specific topics for the course through various forms of teaching and discovery based on a selection of reading materials and other resources.

Course Catalog Description:

An introduction to construction industry careers; an overview of construction industry sectors and the industry's impact on the economy; and discussion of the basics of the construction process. Also includes a preview of the construction degree curriculum and an overview of Southern Polytechnic policies, procedures, and resources.

Purpose of Course: Introduction to Construction Management as a career.

How This Course Relates to the Student Learning Outcomes in the Construction Management Program:

Introduces students to the core concepts of estimating, scheduling and project management.

Student Learning Outcomes:

1. Create written communication appropriate to the construction discipline.
2. Create oral presentations appropriate the construction discipline.
3. Apply construction management skills as an effective member of a multi-disciplinary team.

COURSE POLICIES

Attendance Policy: Attendance is required. Excused absences are given with proper notice and/or documentation. The Class Participation grade is based on your attendance to the class and other approved functions.

Quiz / Exam Policy: There are 2 quizzes for this course. Both quizzes are available in D2L.

Make-up Policy: There are no make-up exams.

Assignment Policy: Assignments are posted on D2L. Each assignment has either a Drop Box or is identified as a graded component of the course. A group project and presentation is required for this course. All students must participate in the group project.

This a lab class. Students will complete a 2 year plan in DegreeWorks for the lab grade. This 2 year plan must be approved by your academic advisor. It is recommended that the student schedule an appointment with their advisor at the beginning of the semester to begin work on this plan.

Course Technology: This course requires access to a computer. The Construction Management Department has 105 computer stations available for student use. At a minimum, students should be able to use a word processing application, a spreadsheet application and a presentation application (i.e., Microsoft Word, Excel and PowerPoint).

Evaluation & Grading:

Class Participation	20%
Homework	25%
Quizzes	10%
DegreeWorks Lab	20%
Group Project	25%
Total	100%

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = Below 60

**UNIVERSITY POLICIES:
Statement of Student Rights and Responsibilities
KSU Student Code of Conduct**

Plagiarism and Cheating:

No student shall receive, attempt to receive, knowingly give or attempt to give unauthorized assistance in the preparation of any work required to be submitted for credit (including examinations, laboratory reports, essays, themes, term papers, etc.). Unless specifically authorized, the presence and/or use of electronic devices during an examination, quiz, or other class assignment is considered cheating. Engaging in any behavior which a professor prohibits as academic misconduct in the syllabus or in class discussion is cheating. When direct quotations are used, they should be indicated, and when the ideas, theories, data, figures, graphs, programs, electronic based information or illustrations of someone other than the student are incorporated into a paper or used in a project, they should be duly acknowledged. No student may submit the same, or substantially the same, paper or other assignment for credit in more than one class without the prior permission of the current professor(s).

University Policy on Academic Misconduct: Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the KSU Student Academic Integrity Policy at http://kennesaw.edu/handbooks/faculty/section2_13.php

University Policy on Accommodating Students with Disabilities:

Students requesting accommodation for disabilities must first register with the Office of Disabled Student Support Services at http://www.kennesaw.edu/stu_dev/dsss/dsss.html. The Office of Disabled Student

Support Services will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

****Netiquette: Communication Courtesy:** All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats.

<http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf>

Electronic Recording & Social Media Policy

Electronic recording performed without the consent of the people being recorded chills the free exchange of ideas. Academic freedom, free inquiry, and freedom of expression should not be limited by the fear that one's brainstorming, polemic discourse, speculative inquiry, or any other kind of expressed curiosity made within the space of a university classroom will be made public without one's consent. This fear is unacceptable regardless of whether one is in an online, hybrid, or face-to-face classroom setting.

Accordingly, no person shall electronically record any class discussion without the written permission of the instructor. No person shall publish online or elsewhere any electronic recording of a class discussion without the written permission of the instructor and any other persons who were recorded. This policy is not intended to discourage electronic recording in the classroom or the use of social media when such actions are performed with the written consent of the instructor and any other persons who were/will be recorded. Faculty accommodate all reasonable requests to electronically record a class discussion; these requests must be documented by the DisAbled Student Support Services available at:

http://www.kennesaw.edu/stu_dev/dsss/prospect.shtml

GETTING HELP

For issues with technical difficulties, please contact the Student Helpdesk:

1. Fill out a service form <http://uits.kennesaw.edu/support/formselect.php?s=tech>
2. Email: studenthelpdesk@kennesaw.edu
3. Call: 770-499-3555

Getting Started With Technology Services <http://uits.kennesaw.edu/>

Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from ITS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Additional Technology Resources

1. Student Service Desk and Help Center studenthelpdesk@kennesaw.edu
2. Browser Checker
https://usg.desire2learn.com/d2l/tools/system_check/systemcheck.asp?ou=6606
3. USG Desire2Learn Help Center <https://d2lhelp.view.usg.edu/>
4. D2L Training Options & Resources for Students
<https://web.kennesaw.edu/acs/pages/desire2learn/student-resources-d2l>
5. Computertrain Online Courses <http://www.kennesaw.edu/dlc/FacultyResources/>
6. ITS Documentation Center
http://uits.kennesaw.edu/docs/netaccess/guides/windows7_wifi_instructions.pdf
7. Check Service Outages <http://status.usg.edu/>
8. Maintenance Schedule <https://usg.desire2learn.com>

Academic Resources

1. Academic Tutoring Services http://www.kennesaw.edu/stu_dev/alp/academic.shtml

2. Disability Resources http://www.kennesaw.edu/stu_dev/dsss/dsss.html
3. ESL Study and Tutorial Center <http://www.kennesaw.edu/us/programs/esl.php>
4. Library <http://www.kennesaw.edu/library/>
5. Supplemental Instruction <http://www.kennesaw.edu/us/programs/si.php>
6. The Writing Center <http://www.kennesaw.edu/writingcenter/index.php>
7. Math Lab <http://mathlab.kennesaw.edu/>

Student Support and Wellness Resources

1. Career Services Center <https://careerctr.kennesaw.edu/>
2. Counseling and Psychological Services <http://sss.kennesaw.edu/cps/>
3. Center for Health, Promotion and Wellness http://www.kennesaw.edu/col_hhs/wellness/
4. Student Health Clinic <http://studenthealth.kennesawstateauxiliary.com/>

KSU desires to resolve student grievances, complaints and concerns in an expeditious, fair and amicable manner. The Complaints and Appeals Page was developed to assist current and prospective students in submitting complaints and appeals and to direct them to the most effective venue for accurate information and resolution. The resources on the page will direct students to the specific venue to appropriately address related student complaint. http://www.kennesaw.edu/complaints_appeals.shtml

Complaints for online students are resolved following the same general procedures for students who attend classes on campus. However, for any process that requires that a student appear in person, the university may make other arrangements. For processes that cannot be completed via telephone, e-mail, or written correspondence, the university may set up a two way Video conference site in place of a meeting on the KSU campus.

CM 1000 COURSE SCHEDULE

Week	Topic	Reading	Assignment
1	Introduction/Syllabus		Syllabus Quiz
2	Degree Concentrations		Homework 1
3	The Construction Team		Homework 2
4	Estimating		Quiz 1
5	Project Management		Homework 3
6	Scheduling		Homework 4
7	Development Concentration		Homework 5
8	General Concentration		Homework 6
9	Specialty Concentration		Quiz 2
10	Facility Management Concentration		Homework 7
11	Heavy Construction Concentration		Homework 8
12	DegreeWorks		DegreeWorks Lab
13	Library and Campus Resources		Homework 9
14	Ethics		Homework 10
15	Group Projects		Presentation

Assignment	Points, percentage or measurement
Syllabus Quiz	1%
Quiz 1	5%
Quiz 2	5%
Homework 1	2.5%
Homework 2	2.5%
Homework 3	2.5%
Homework 4	2.5%
Homework 5	2.5%
Homework 6	2.5%
Homework 7	2.5%
Homework 8	2.5%
Homework 9	2.5%
Homework 10	2.5%
DegreeWorks Lab	20%
Group Project Presentation	25%