



Dedicated to Your Future

The objectives of the "Dedicated to Your Future" programme is to introduce or develop the delegates knowledge of the New Build Construction market.

This is achieved by the programme being divided up into 6 modules, each module dealing with a different element of the construction process.

Module 1.	Design & Procurement
Module 2.	Planning
Module 3.	Drawing & Document Management
Module 4.	Work Packages
Module 5.	Commercial Management
Module 6.	Construction / Sustainability Technology

These modules are then delivered in a number of sessions culminating in an examination at the end of each module. Each session will run from 1.00pm to 7.00pm at a venue yet to be confirmed.

Module 1. Design & Procurement

Module 1 introduces the delegates to the construction industry, the different professions and their roles within a business & a project. They will also learn about the importance of the documentation & what documents make up a contract.

The delegates will then learn about their own internal team such as buyers, designers, quantity surveyors, estimators etc & the tasks that each discipline performs.

Session 1	Introduction to the Construction industry, Construction occupations, The Building Team, Principles of Construction.
Session 2	Structural Members & Loading Building Components & Services, Site Works Contract Documents, Bill of Quantities
Session 3	Measuring & Costing Materials Material Procurement Process
Session 4	Estimating, Health & Safety Plan The Design Process
	Examination

Module 2. Planning

Module 2 introduces the concepts of what must be considered when planning a project, the resources required along with the logical sequencing. The module also covers the need for accurate project progress reporting as well as reprogramming & setting new target programmes.

Session 5	Planning – Assumptions, Constraints, Logistics
Session 6	Planning – Critical Path Analysis, Outputs, Resource Management
Session 7	Planning – Progress reporting, Planning Project
	Examination

Module 3. Drawing & Document Management

Most delegates that have not worked on new build projects such as a new care home will have very little appreciation of the number & complexity of drawing & information that needs to be managed. This module identifies the different types of drawings (Architectural,

Engineering etc) what information is on a drawing (revisions, comments etc) & the need to maintain accurate drawing & information schedules. The module will also emphasise the importance of working from the latest set of information & identify the important difference between Traditional contracts & Design & Build.

Session 8	Why are Drawings, Records & Documents Important
Session 9	Drawing & Document Control

Examination

Module 4. Work Packages

Module 4 will show how a project is broken down into the different work packages. It will teach what a work package is and the information that is put together for a successful negotiation. The module will also cover the placing of sub-contract orders and the coordination required between management and the sub-contractors to achieve a profitable result.

Session 10	Principles of Work Packages Content of packages- Brickwork, Pre Cast Concrete Floors, M+E, PVC Windows, Decoration, etc
Session 11	Package management & Monitoring
Session 12	Sub-Contract agreements, Pre Contract Meetings, Inclusions & Attendances

Examination

Module 5. Commercial Management

Module 5 will cover the complete commercial management process, whilst identifying the commercial team and the team work required between production & commercial to achieve a successful result.

Session 13	Contract Law, Forms of Contract, Project Control Procedures,
Session 14	Variations to Contract, Managing Contract Time
Session 15	Cost, Value, Cash Flow, Monthly CVR's
Session 16	Risk Management

Examination

Module 6. Construction/Sustainability Technology

Module 6 covers the site management and communication processes vital to the smooth & efficient running of a construction project as well as a technical appreciation when managing the different sub-contract or direct labour packages on site.

This module will also cover Waste Management Plans, Sustainability Technology and some new innovations that are becoming more common within projects such as heat source pumps etc.

Session 17	Managing Temporary works
Session 18	Modular Construction
Session 19	Site Visit 1
Session 20	Site Visit 2
Session 21	Health & Safety (Lifting Plans, Traffic Management)
Session 22	Sustainability Technology
Session 23	Construction Detailing

Examination