

**PROGRAMME SPECIFICATION**

for the award of

**BSc (Hons) Quantity Surveying and Commercial Management**

**Managed by the Faculty of Technology, Design and Environment**

**delivered by School of the Built Environment**

<b>Date approved:</b>	February 2017
<b>Applies to students commencing study in:</b>	September 2018

**RECORD OF UPDATES**

<b>Date amended*</b>	<b>Nature of amendment**</b>	<b>Reason for amendment**</b>
February 2018	Clarity of compulsory modules	Named DipHE award requirement
July 2016	Transfer to new template, Update graduate attribute global citizenship to active citizenship	CMA Compliant, update graduate attribute.
October 2016	Checked for errors and amended by Subject Coordinator and Programme Lead.	Subject specialist knowledge.
February 2017	Course Modules updated and change of CW/Exam ratio on U33508 Three new modules added U33514, U33515, U33531. Removal of U35001. Deletion of U33512, U33525 (2018)	Major and Minor Changes
February 2018	Requirements for a Named DipHE	Major Change

## SECTION 1: GENERAL INFORMATION

<b>Awarding body:</b>	Oxford Brookes University
<b>Teaching institution and location:</b>	Oxford Brookes University, Headington Campus
<b>Language of study:</b>	English
<b>Final award:</b>	BSc (Hons)
<b>Programme title:</b>	Quantity Surveying and Commercial Management
<b>Interim exit awards and award titles available:</b>	Certificate of Higher Education – CertHE Diploma of Higher Education - DipHE
<b>Brookes course code:</b>	QS
<b>UCAS code:</b>	KN22
<b>JACS code:</b>	K200
<b>HECoS code:</b>	100217
<b>Mode of delivery:</b>	<p><b>Sandwich mode – full-time</b> (Years 1,2 &amp; 4 face to face/on-campus, Year 3 on Placement)</p> <p><b>Sandwich mode – part-time</b> (Years 1-4 &amp; 6-7 face to face/on-campus, Year 5 on Placement)</p> <p><b>Full-time</b> (3 Years face to face/on-campus)</p> <p><b>Part-time</b> (6 Years face to face/on-campus)</p>
<b>Mode/s and duration of study:</b>	<p><b>Sandwich mode – full-time:</b> Normal duration – 4 years, Maximum Duration – 8 Years (16 semesters)</p> <p><b>Sandwich mode – part-time:</b> Normal duration – 7 years, Maximum Duration – 8 Years (16 semesters)</p> <p><b>Full-time</b> - Normal duration – 3 years, Maximum Duration – 8 Years (16 semesters)</p> <p><b>Part-time</b> - Normal duration – 6 years, Maximum Duration – 8 Years (16 semesters)</p>
<b>QAA subject benchmark statement/s which apply to the programme:</b>	Construction, Property and Surveying (2008)
<b>Professional accreditation attached to the programme:</b>	<p>The Royal Institution of Chartered Surveyors (RICS) - <a href="http://www.rics.org/">http://www.rics.org/</a></p> <p>The Chartered Institute of Building (CIOB) <a href="http://www.ciob.org.uk">www.ciob.org.uk</a></p>
<b>University Regulations:</b>	The programme conforms to the University Regulations for the year of entry as published/archived at: <a href="http://www.brookes.ac.uk/regulations/">http://www.brookes.ac.uk/regulations/</a>

## **SECTION 2: WHY STUDY THIS PROGRAMME?**

The BSc (Hons) degree in Quantity Surveying and Commercial Management is accredited by both the Royal Institution of Chartered Surveyors (RICS) and the Chartered Institute of Building (CIOB), and is therefore structured and designed for students that wish to go on and gain membership of these professional bodies.

The breadth of career opportunities within the construction industry has a significant influence on the design of the course. Our graduates are successfully employed as quantity surveyors, construction managers and project managers, working for clients, developers, consultants, contractors and sub-contractors, on private, commercial, national and international projects. To compliment this career choice, the course is designed with a broad syllabus, a compulsory industrial placement year experience, and a choice of degree pathway in the final year of study.

Within the broad syllabus there are four main themes – technology, management, project based learning, and practical experience. For technology, students are provided with knowledge of construction materials, plant and sustainability and construction techniques. With a modern fully equipped construction technology laboratory, students are afforded the opportunity to gain first hand practical experience in material manufacture and testing, trade skills and land surveying. There is also a dedicated school computer suite to provide students with practical experience in the use of construction based IT software. The theme of Management encompasses the areas of management techniques to plan, cost and monitor projects as well as personal/personnel management skills such as communication, time management, team work, leadership, etc. The course content is best understood through its application to real projects, and this is how many of the subject area are taught with reference to interesting and often live projects. Site visits and a European field trip are an essential and popular component of the course.

Construction industry employers are very much in favour of graduates with work experience, in fact many companies secure their graduates through first providing a placement. Therefore the course has a compulsory industrial placement year which provides essential practical work experience. Other benefits of a placement for students are: course subjects are put into context, paid employment and potential sponsorship in final year, opportunity to form views about future career (choice of pathway), and provides experience, focus and confidence in preparation for the final year of study.

To provide the choice of degree pathway the course shares the same choice of modules in years 1 and 2 as the BSc (Hons) degree in Construction Project Management. In the final year of study (after a year of industrial experience) there is be a different choice of modules for each course. The benefit of sharing the same modules until the final year of study is that students will be able to defer the decision on which course to graduate until they have completed their 3rd year Industrial Placement and are able to make a more informed decision of their future career progression. Students who wish to change course, can then make a request to change at the beginning of their final year.

Through our placement employers and our professional liaison group, the programme has very strong links with industry which provide many benefits including placements, visiting speakers, site visits, professional mentoring, and student sponsorship.

The course also provides the opportunity for some of the syllabus (one semester) to be studied abroad as part of our international exchange programme. This includes course links with European, American and Australian Higher Education Institutions.

The overall aim is to deliver a high quality vocationally relevant undergraduate course in Construction Cost Management to prepare students for professional roles in the built environment in the ongoing processes of evaluation, development, redevelopment, maintenance and management of national and international built assets. More specifically, the course aims to:

- enable students to obtain and maintain professional management careers in the construction industry;

- stimulate students' intellectual curiosity and provide an environment in which they are able to appreciate and develop their full potential;
- develop the intellectual and practical skills of the student in the processes underpinning the finance and management of resources and the appropriate deployment of current technology within the context of changing social, economic, legal, technological, political and environmental frameworks;
- meet society's needs for well-educated graduates who are adaptable, have appropriate professional and transferable skills and are highly employable;
- prepare students for employment in a range of contexts or for further study and a career where construction cost management knowledge and skills will be applied;
- prepare students for life-long learning, study and enquiry, and to appreciate the contribution of education and construction to society.
- prepare students for leadership roles in the global construction of the 21<sup>st</sup> Century.

The course is designed specifically to meet the learning outcomes of the QAA Subject Benchmark Statements and the professional competencies required by both the Royal Institution of Chartered Surveyors and the Chartered Institute of Building.

Please refer to the following link to view the staff profiles within the School of the Built Environment:

<http://rec.brookes.ac.uk/staff/index.html>

## **SECTION 3: PROGRAMME LEARNING OUTCOMES**

On successful completion of the programme, graduates will demonstrate the following Brookes Attributes:

### **3.1 ACADEMIC LITERACY**

PLO1	have a sound understanding in some depth of the core subject areas of construction and cost management (finance, management, technology)
PLO2	ability to apply the above in the planning and commercial management of construction projects
PLO3	understand the behaviour of construction materials
PLO4	understand construction processes
PLO5	apply management and cost principles and practice to the solution of construction management problems
PLO6	demonstrate a confident familiarity with the process of design and its relation to construction
PLO7	understand health & safety issues and their place in the social, operational and economic context of design, construction, maintenance and disposal/reuse of built assets

### **3.2 RESEARCH LITERACY**

PLO8	apply the processes of critical analysis and reflection to research projects in construction cost management
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### **3.3 CRITICAL SELF-AWARENESS AND PERSONAL LITERACY**

PLO9	apply a logical approach to problem solving
PLO10	be a capable and enthusiastic independent learner throughout her/his life
PLO11	communicate effectively in oral, written and graphic media
PLO12	be self-aware and competent in self-management

### **3.4 DIGITAL AND INFORMATION LITERACY**

PLO13	competently use communication and information technology
PLO14	apply software to the solution of problems in construction and cost management

### 3.5 ACTIVE CITIZENSHIP

PLO15	understand the practice of cost construction management in the making and maintenance of built assets in their social economic and environmental context
PLO16	have an awareness of construction and cost management and building in its national and international contexts

## SECTION 4: CURRICULUM CONTENT & STRUCTURE

### 4.1 PROGRAMME STRUCTURE AND REQUIREMENTS:

Year 1

Code	Module Title	Credits	Level	Status	Coursework: Exam ratio
U33504	Introduction to Building Design and Construction	15	4	Compulsory	100:0
U33508	Foundation Construction Law	15	4	Compulsory	40:60
U33510	Construction CIT 1	15	4	Compulsory	100:0
U33511	Integrative Project 1	15	4	Compulsory	100:0
U33513	Quantity Surveying Practice 1	15	4	Compulsory	100:0
U33514	Introduction to Construction and Commercial Management	15	4	Compulsory	100:0
U33515	Introduction to Building Services	15	4	Compulsory	100:0
U35008	Introduction to Spatial Planning	15	4	Compulsory	50:50

Year 2

Code	Module Title	Credits	Level	Status	Coursework: Exam ratio
U33520	Construction Technology 1	15	5	Compulsory	100:0
U33521	Construction Practice and Procedure	15	5	Compulsory	50:50
U33526	Construction Technology 2	15	5	Compulsory	50:50
U33527	Construction Procurement and Law	15	5	Compulsory	100:0
U33528	Construction CIT 2	15	5	Compulsory	100:0
U33529	Integrative Project 2	15	5	Compulsory	100:0
U33530	Quantity Surveying Practice 2	15	5	Compulsory	100:0
U33531	Construction Management	15	5	Compulsory	100:0
U33549	Facilities Management <i>(normally taken in year 4)</i>	15	5	Acceptable	50:50
U33568	Independent Study*	15	5	Acceptable	100:0
U6****	Language Modules <i>(maximum of 2 modules normally taken in years 2 and/or 4)</i>	15	4 or 5	Alternative Acceptable	Varies but typically one of the following: 100:0 60:40 70:30

U615** French: A1, A2, B1(1), B1(2), B2(1), B2(2) U620** German: A1, A2, B1(1), B1(2), B2(1), B2(2) U627** Mandarin Chinese: 1A, 1B, 2A, 2B U630** Japanese: Beginners U635** Spanish: A1, A2, B1(1), B1(2), B2(1), B2(2)				
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\*only available in special circumstances

Year 3

Code	Module Title	Credits	Level	Status	Coursework: Exam ratio
U33565	36 Week Industrial Placement Experience	Pass/ Fail	5	Compulsory*	N/A

\*module compulsory unless evidence of prior equivalent experience provided

Year 4

Code	Module Title	Credits	Level	Status	Coursework: Exam ratio
U33570	Innovation in Management and Technology	15	6	Compulsory	50:50
U33572	Project Financial Control	15	6	Compulsory	100:0
U33573	Advanced Procurement and Dispute Resolution	15	6	Compulsory	100:0
U33588	Independent Study*	15	6	Acceptable	100:0
U33594	Financial Appraisal and Commercial Management	30	6	Compulsory	100:0
U33598	Commercial Management Dissertation	30	6	Compulsory	100:0

\*only available in special circumstances

## 4.2 PROGRESSION AND AWARD REQUIREMENTS

Progression onto Level 5 and 6 modules normally require pre-requisite modules in Level 4 and 5 to be passed. For full details of pre-requisite links between modules see the subject diagrams provided in Section 5 of the programme handbook.

Requirements for Named Dip HE: All Level 4 and 5 modules with U33527 Construction Law and Procurement and U33530 Quantity Surveying Practice 2 as compulsory.

Requirements for BSc Ordinary: All level 4 and 5 modules are compulsory + any 60 credits at Level 6

## 4.3 PROFESSIONAL REQUIREMENTS

Professional accreditation from the Royal Institution of Chartered Surveyors (RICS) and the Chartered Institute of Building (CIOB) is achieved through the successful completion of the BSc (Hons) degree as set out in the University Undergraduate Modular Programme Regulations.

## SECTION 5: TEACHING AND ASSESSMENT

### Teaching and Learning

A wide range of teaching and learning methods are used to achieve programme objectives, including lectures, seminars, workshops, laboratory practicals, drawing classes, computer classes, site visits, fieldwork, case studies, simulations and group work. Smaller group sessions, such as seminars and

practicals, foster discussion, analysis and the development of interpersonal and problem-solving skills. Independent learning is developed and nurtured through student-led seminars, individual and group project work, the dissertation and the professional practice experience. The dissertation is supported by a structured programme aimed at leading students through the key stages in its development, focusing on the importance of research and research methods, as well as individual supervision.

Every module of study is designed with specific learning outcomes that enable students to develop in the five key graduate attributes of academic literacy, research literacy, critical self-awareness and personal literacy, digital and information literacy, and active citizenship.

Various learning resources have been developed to support independent learning. Module guides, reading lists and assignment briefings underpin independent learning. They outline the aims and objectives of the module, its structure, week-by-week content and the timetabled assessment tasks that students must undertake. They enable students to make informed choices and to exercise self-direction in pursuing aspects that are of interest to them within the framework of the module as a whole.

Academic staff in the School make significant use of electronic resources. This can take the form of online module descriptions and handbooks, links to relevant web-sites, seminar materials, lecture slides and electronic testing. The School is fully committed to the full use of online resources and is engaged in the utilisation of Brookes Virtual Learning Environment software for resource-based learning. Students are also encouraged to attend Library and IT training sessions, and draw upon appropriate software and networked facilities for presentations by making use of Media Workshop resources and expertise. Full details of the Universities E-Learning strategy can be found at: <http://www.brookes.ac.uk/virtual/strategy/>.

Office hours and tutorials allow individual and small group consultations with lecturers around matters of course content, coursework and the practical demands of learning.

#### Assessment and Feedback

Assessment encompasses all judgements made about the work of a student and/or their skills, abilities and progress, and the associated provision of feedback. The Brookes Assessment Compact sets out the aims and responsibilities for assessment for both the University and students.

The course provides an appropriate balance of assessment methods throughout its duration and on a semester by semester basis. It is intended that the assessment method employed in each individual module will examine the general educational aims and assess the learning outcomes as detailed in the syllabus of that particular subject area, whilst complementing the teaching and learning methods and the variety of the student learning and experience.

Assessment in form other than in unseen exam may be new to students and they may experience novel situations of peer assessment and self-assessment. The intention is to provide an appropriate balance between the following forms of assessment

- diagnostic: that which provides information about the individual
- formative: that which helps students in their learning
- summative: that which gives a final and total measure of students attainment.

All module handbooks contain a description of the assessment types and methods, and provide the specific assessment criteria used by staff in the awarding of grades. An assessment schedule is also provided with dates for submission and feedback. Group work that is assessed is closely monitored in line with University policy to ensure equity in the provision of marks awarded to a group. Where appropriate, students enter into a contract with each other over the conduct of group work, providing the module leader with a consensual basis for assessing those not contributing to the group effort.

On modules with a coursework component the aim is to give individual written feedback within two weeks from the coursework submission deadline. All dissertation and Independent Study Modules are double marked. A percentage of other assessed work is double marked within the School to ensure that the standard and profile of marking is appropriate. A sample of examination and coursework is passed to

the External Examiner. The sample sent will normally include all A-grades; all fails, borderline cases and some examples of middle-grade marks. The Construction and Commercial Management Subject Examination Committee meets on a semester basis to discuss student progression and performance with the External Examiner present. These meetings are followed by meetings of the full Modular Examinations Committee where awards are made.

Feedback can be about individual assignments, group work, a draft assignment or even ideas about a future project (independent study or dissertation).

Feedback can help students to self-assess their work against assessment criteria as well as understanding what they have done wrong in an assignment. It will help students to improve their future assignments and to approach work in further modules.

Feedback comes in many different forms including: written comments, verbal comments about individual or group work, or comments made during class discussions.

Typical contact for each module is 2-3 hours a week and can involve lectures, seminars, practicals, workshops, tutorials, etc. In addition, each student is expected to carry out 100-120 hours of independent study and research on the subject.

The programme modules are either coursework only or coursework and exam, with a typical split of 80% - 20% respectively.

## **SECTION 6: ADMISSION TO THE PROGRAMME**

### **6.1 ENTRY REQUIREMENTS**

Prior qualifications necessary for entry to the programme, including English language requirements.

From 2017 entry, typical offers:

- A-LEVEL BBC-BCC
- IB 30-31 points
- BTEC DMM
- UCAS 104-112 points

Points may be counted from qualifications equivalent to 3 A-levels only.

Please follow this link for details of the new UCAS Tariff: <http://www.brookes.ac.uk/studying-at-brookes/how-to-apply/ucas-tariff---achieving-120-points/>

All to include GCSE: Mathematics grade C or above/ please see university's general entry requirements: <http://www.brookes.ac.uk/studying-at-brookes/how-to-apply/entry-requirements/undergraduate-courses/>

### **Interview**

Applicants are required to attend an interview (usually between December and mid-March) before an offer is made.

## **SECTION 7: PREPARATION FOR EMPLOYMENT**

As a vocational course with a compulsory industrial placement experience year, the preparation for graduate employment is excellent. First destination surveys frequently show that over 90% of students are in full-time employment within 6 months of graduating. The majority of students are employed as graduate quantity surveyors and commercial managers as befitting the course, but some do progress into construction and project management.

The main link with employers is through the School's Construction Professional Liaison Group as well as the established links with placement providers. These links provide the following benefits to students and the course:



- Visiting speakers from industry and professional bodies
- Work placements/opportunities for work-based learning
- Site visits to live construction projects
- Course development advice and feedback
- Dissertation mentoring
- Research collaboration
- Sponsorship of student prizes and scholarships