

ARIZONA WESTERN COLLEGE  
SYLLABUS

## CTM 230 CONSTRUCTION MANAGEMENT FIELD OPERATIONS

Credit Hours: 3 Lec 3

PREREQUISITE: CTM 105

COURSE DESCRIPTION

Skills and techniques necessary for management of construction field operations.

1. COURSE GOAL

Apply procedures for job scheduling, inspection techniques, personnel relations, safety, and the scope and supervision of the overall construction process.

2. OUTCOMES

Upon satisfactory completion of this course, students will be able to:

- 2.1 determine the general responsibilities of a construction supervisor.
- 2.2 describe the implications of a construction supervisor's legal responsibilities.
- 2.3 demonstrate the inspection techniques used for inspection of excavation work, framing, masonry, concrete, electrical, heating, venting and air conditioning, and finish materials.
- 2.4 describe three potential areas of poor workmanship for specified areas of construction.
- 2.5 explain the phases of construction planning and scheduling.
- 2.6 develop progress and work schedules by using critical path methods or bar charts for small and mid-sized construction projects.
- 2.7 demonstrate the principals of efficient written and oral communications.
- 2.8 demonstrate knowledge of project record documents.
- 2.9 describe unsafe or hazardous situations on the construction site, and recommend safe practices in all aspects of construction from site preparation to final cleanup.
- 2.10 explain different styles of leadership as options for various situations found in construction interactions.
- 2.11 explain methods of sub-contractor control.
- 2.12 describe the major stages of construction and the role and responsibility of the construction supervisor in each.

3. METHODS OF INSTRUCTION

- 3.1 Lecture
- 3.2 Demonstrations

4. LEARNING ACTIVITIES

- 4.1 Class assignments
- 4.2 Reading
- 4.3 Discussions
- 4.4 Presentations

5. EVALUATION

- 5.1 Quizzes/exams
- 5.2 Participation

6. STUDENT RESPONSIBILITIES

- 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
- 6.2 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
- 6.3 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
- 6.4 Academic Integrity: Any student participating in acts of academic dishonesty—including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
- 6.5 Texts and Notebooks: Students are required to obtain the class materials for the course.
- 6.6 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for “No Show” reporting during the first 10 days of each semester.  
Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid.  
For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):
  - Submitting an academic assignment
  - Taking an exam, an interactive tutorial or computer-assisted instruction
  - Attending a study group that is assigned by the school
  - Participating in an online discussion about academic matters
  - Initiating contact with a faculty member to ask a question about the academic subject studied in the course