

Certificate in Construction Project Management

Duration: **7 Months**
CPD hours: **48 hours**

Course Summary

Effective construction project managers are adept at applying project management principles directly to construction projects of various sizes and complexity across all sectors in the construction and property industry. This course will develop effective techniques for the essential skills required to achieve successful project delivery.

Course Structure

Introduction

Module 1 – Project Development

- Develop a Project Brief
- Complete a Feasibility Study and/or Development Appraisal
- Maintain good client interaction
- Produce and interpret business plans
- Advise clients to enable them to make informed decisions about moving into future stages of the project lifecycle

Relevant competencies:

Development/project briefs, client care, development appraisals, business planning, accounting principles and procedures, data management

Module 2 – The Legal Perspective

- Describe the legal environment in which construction and development projects happen
- Identify when, where and how legal issues are going to impact your projects
- Explain the importance and value of building to a good standard
- Outline how climate change legislation impacts projects and when to apply relevant knowledge throughout the project lifecycle
- Manage projects with due regard to health and safety by identifying and instilling best practice in the project team
- Use contracts in a proactive way for your projects
- State the impact of buying and selling processes on the project lifecycle both before construction and when the building or piece of infrastructure has been completed

Relevant competencies:

Legal/regulatory compliance, purchase and sale, sustainability, health and safety

Module 3 – The Construction Process

- Construction Technology and Environmental Services
- Programme & Planning
- Works progress and quality management
- BIM
- Maintenance Management
- Inclusive Environments

Relevant competencies:

Construction technology and environmental services, programming and planning, works progress and quality management, BIM management, maintenance management, inclusive environments

Module 4 – Leading Projects, People and Teams

- Implement best practice organisation methods of construction project management
- Apply leadership, teamworking and management theories to a diverse project team environment.
- Communicate and negotiate effectively, particularly when dealing with difficult people and situations.

Relevant competencies:

Leading projects, people and teams, stakeholder management, supplier management, consultancy services, performance management, diversity inclusion and teamworking, communication & negotiation

Module 5 – Managing Projects

- use PIDs (Project Initiation Documents) and PEPs (Project Execution Plans) to maintain smooth delivery of your projects
- implement a value-based approach to construction project management.
- successfully apply risk management techniques to your projects
- put a programme together and appreciate how it links into both contract and finance management.
- describe Building Information Management and how it is used in construction
- explain why audits and due diligence are important tools in construction project management.

Relevant competencies:

Managing projects, project finance, commercial management

Module 6 – Contract Management

- Differentiate between the various procurement routes, their benefits and pitfalls available in your area of practice.
- Adopt best practice with tender procedures and analysis of tender returns
- Describe what constitutes a contract and what contract documents that you will need to use such as insurances, collateral warranties, bonds, parent company guarantees etc.
- Administer a contract in respect of time, quality and money.
- Deal with a contractual dispute and know what dispute resolution procedure is most appropriate

Relevant competencies:

Procurement and tendering, contract practice, conflict avoidance, management and dispute resolution procedures, works progress and quality management and contract administration

End of Course Exam

Course Materials

The resources in each technical module include various learning components to ensure you achieve the right level of knowledge for each competency.

e-Learning module

Interactive eLearning modules delivers the technical content of the learning objectives. The content will be delivered in bite-size chunks, including diagrams, podcasts and interactive activities.

Reading materials

The eLearning is supported by structured essential and further reading materials. These could be professional guidance and standards from RICS, legislation, websites, videos or information taken from the latest insight articles and research.

Case study

The case study is a scenario assignment for you to put theory from the e-Learning module into practice by using knowledge gained on a project or situation. Case study submissions will be graded with feedback from your tutor.

Online discussion forum

The discussion forum is a place for you to ask any questions and share professional experience with your peers

End of module quiz

A short quiz tracks how much of the learning has been absorbed and acts as a progress tracker for you

Consolidation session

These hour-long live sessions, scheduled in every module, consolidate learning from the eLearning, reading materials, case studies and common questions that have been raised in the forum.



End of course assessment

End of program exam

Upon completion of all technical modules, you will face a program examination to test your knowledge. A certificate of completion for this RICS online program will be granted upon successful completion.

The exam is formed of 50 multiple-choice questions taken from a pool of questions which is regularly updated. You'll need to score at least 65% to pass and gain your certificate but will be able to attempt the exam twice over a 4-week period. If further attempts or time are required, you can acquire an extension for a fee by contacting onlineacademy@rics.org

Please note: if taken multiple times, the exam questions will be different each time you take it.