

CE 461 General Construction Estimating (3)

2010 Fall Semester — Course Syllabus

Class	Tuesday	3:00 p.m. -- 5:30 p.m.	KAP 164
Professor	Henry M. Koffman		
Office	KAP 222		
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Blackboard	http://blackboard.usc.edu		
Textbook	Estimating in Building Construction, 7 th Edition, by Dagostino/Feigenbaum (ISBN 0-13-119952-8) Prentice Hall		
Course Description	Theory of estimating. Quantity surveying; unit cost synthesis and analysis. Bid organization and preparation; competitive simulations and exercises.		
Course Objectives	1.	Fulfill degree requirement.	
	2.	Become familiar with Construction Estimating.	
	3.	Understand the principles of Construction Estimating.	
	4.	Skill development for successful job performance.	
Instructions	1.	Students will be expected to fully participate in classroom discussions and problem solving	
	2.	Intention in lecture is to: focus on key ideas, work example problems, leave less important detail for reading and question asking.	
	3.	Industry speakers will present their views and opinions.	
	4.	Absences are only excused with prior notification visa e-mail and/or telephone. Three unexcused absences will result in a failure grade.	
	5.	Includes reading assignments, lectures, example problems, homework, examinations, and field trips.	
	6.	Tardiness will not be tolerated.	
	7.	Cell phones, pagers, etc. must be turned off.	
Policies on:			
Return of Course Assignments	Returned paperwork, unclaimed by a student, will be discarded after 4 weeks and hence, will not be available should a grade appeal be pursued following receipt of his/her grade.		

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Academic Integrity	<p>The University, as an instrument of learning, is predicated on the existence of an environment of integrity. As members of the academic community, faculty, students, and administrative officials share the responsibility for maintaining this environment. Faculty have the primary responsibility for establishing and maintaining an atmosphere and attitude of academic integrity such that the enterprise may flourish in an open and honest way. Students share this responsibility for maintaining standards of academic performance and classroom behavior conducive to the learning process.</p> <p>Administrative officials are responsible for the establishment and maintenance of procedures to support and enforce those academic standards. Thus, the entire University community bears the responsibility for maintaining an environment of integrity and for taking appropriate action to sanction individuals involved in any violation. When there is a clear indication that such individuals are unwilling or unable to support these standards, they should not be allowed to remain in the University." (<i>Faculty Handbook</i>, 1994:20)</p>
Academic Dishonesty	<p>Includes: (<i>Faculty Handbook</i>, 1994: 21-22)</p> <ul style="list-style-type: none">• Examination behavior – any use of external assistance during an examination shall be considered academically dishonest unless expressly permitted by the teacher.• Fabrication – any intentional falsification or invention of data or citation in an academic exercise will be considered a violation of academic integrity.• Plagiarism – the appropriation and subsequent passing off of another's ideas or words as one's own. If the words or ideas of another are used, acknowledgment of the original source must be made through recognized referencing practices.• Other Types of Academic Dishonesty – submitting a paper written by or obtained from another, using a paper or essay in more than one class without the teacher's express permission, obtaining a copy of an examination in advance without the knowledge and consent of the teacher, changing academic records outside of normal procedures and/or petitions, using another person to complete homework assignments or take-home exams without the knowledge or consent of the teacher. <p>The use of unauthorized material, communication with fellow students for course assignments, or during a mid-term examination, attempting to benefit from work of another student, past or present and similar behavior that defeats the intent of an assignment or mid-term examination, is unacceptable to the University. It is often difficult to distinguish between a culpable act and inadvertent behavior resulting from the nervous tensions accompanying examinations. Where a clear violation has occurred, however, the instructor may disqualify the student's work as unacceptable and assign a failing mark on the paper.</p>
Extra Credit	<ol style="list-style-type: none">1. Paper(s)2. Professional organizational activities and membership in ASCE, AGC, CMAA, etc.3. Field trips4. Seminars, Symposiums Conferences, etc. [Symposium #14, ASCE PSWRC, Reno Competition, AGC 4th Annual Golf Tournament, ASCE National Convention

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Final grade schema is based on the following percentages of graded coursework :			
Homework	5 %		Grading Scale
Quizzes	10 %		A- to A+ > 90%
Midterm	40 %		B- to B+ > 80% or "Weighted Curve"
Final Exam	40 %		C- to C+ > 70%
Participation	5 %		D- to D+ > 60%
Total	100 %		F < 59%

STATEMENT ON ACADEMIC INTEGRITY

USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that individual work will be submitted unless otherwise allowed by an instructor, and the obligations both to protect one's own academic work from misuse by others as well as to avoid using another's work as one's own.

All students are expected to understand and abide by these principles. *SCampus*, the Student Guidebook, contains the Student Conduct Code in Section 11.00, while the recommended sanctions are located in Appendix A:

<http://www.usc.edu/dept/publications/SCAMPUS/gov/>.

Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review, should there be any suspicion of academic dishonesty. The Review process can be found at:

<http://www.usc.edu/student-affairs/SJACS/>.

STATEMENT FOR STUDENTS WITH DISABILITIES

Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Please be sure the letter is delivered to me (or to TA) as early in the semester as possible. Your letter must be specific as to the nature of any accommodations granted.

DSP Contact Information

Office location: **STU 301**

Hours open: **8:30 a.m. until 5:00 p.m.** — Monday through Friday.

Phone number: **(213) 740-0776**

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Class Schedule

Week	Date	Topics	Assignments Due
1	8/24	Introduction/Industry/Project/Overview CH 1: Introduction to Estimating CH 2: Contracts, Bonds and Insurance CH 3: Specifications	
2	8/31	Plan Reading and Definitions CH 4: The Estimate	Autobiography [with color picture] Due HW #1 CH 1 – Odd Numbers CH 2 – Even Numbers CH 3 - 1 through 12 [all]
3	9/6	LABOR DAY	
4	9/7	CH 4: The Estimate CH 5: Overhead and Contingencies CH 6: Labor Quiz #1: CHs 1-3	HW #2 CH 4 – 1 through 7 [all]
5	9/14	CH 7: Equipment CH 8: Excavation	HW #3 CH 5 - 1 through 10, 12 CH 6 - 1 through 9 [all]
6	9/21	Field Trip	
7	9/28	Guest Speaker: Professional Estimating	HW #4 CH 7 – 1 through 8 [all] CH 8 – 3, 5, 10, 13
8	10/5	MIDTERM: CHs 1-8	
9	10/12	CH 9: Concrete CH 10: Masonry	
10	10/19	CH 9: Concrete CH 10: Masonry	
11	10/26	Guest Speaker: CH 11: Metals CH 12: Wood	HW #5 CH 9 – 3, 5, 7, 9, 10, 21, 23 CH 10 – 1, 5, 10
12	11/2	CH 12: Wood Quiz #2: CH 9 & 10	HW #6 CH 11 – 3, 4, 6, 7
13	11/9	CH 13: Thermal and Moisture Protection CH 14: Doors and Windows CH 15: Finishes	HW #7 CH 12 – 1 through 10 [all]
14	11/16	Field Trip	HW #8 CH 13 – 1 through 6, 9, 11 CH 14 – 1, 3, 5, 8, 10, 11 CH 15 – 1, 7, 8, 9, 11
15	11/23	CH 16: Electrical Quiz #3: CHs 11-15	
	11/25	THANKSGIVING	
16	11/30	T.A., ABET and Class/Teacher's Evaluations CH 17: Plumbing CH 18: HVAC CH 19: Profit Review for Final	HW #9 CH 16 – 2, 4, 5 CH 17 – 1 through 3, 5 CH 18 – 1 through 3 [all]
17	12/14	FINAL: CHs 9-19 — 2 - 4pm	