

School of Construction & the Built Environment

#### ACTIVITY ASSESSMENT SHEET AND ASSESSMENT CRITERIA

#### BTEC Extended Diploma & Diploma in Construction

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| Unit: | 7 Project Management | Assessment Ref. | 1/2 |
| Assessment title: | The Construction Process | Date issued: | 09/09/19 |
| Issued by: | Erfyl Hughes | Date due: | 22/12/19 |
| Student name: |  | Date received: |  |
| Programme: | BTEC Extended Diploma & Diploma | Year: | Yr 2019/2010 |

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| **Assessment method/s used** | Class Exercise | **x** | Drawing Exercise |  | End of Module Exam |  | Laboratory Activity |  |
| Observation |  | Portfolio Building |  | Practical Activity |  | Questioning |  |
| Report | x | Research Based | x | Test | x |  |  |

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| Grading Criteria to be assessed in this exercise: | P1,P2,P3,P4,P5,P6,M1,M2,M3,D1 |



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Learning outcomes

**On completion of this unit a learner should:**

**1 Know the roles and responsibilities of, and interaction between, the parties involved at each stage of a construction process**

**2 Understand the resources required to complete a construction project**

**3 Understand the functions of management in the production stage of a construction project**

**4 Be able to develop documentation for construction teams.**

Not all learning outcomes are achievable from this assignment

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| *Brief has been Internally Verified*  | *y* | *When?* | *10/10/2014* | *By Who?* | *B Shenton* |
| Interim Assessment (no grade award until all module assessments are completed) |  | Overall Grade Achieved |  | Points Awarded |  |

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| **STAFF COMMENTS** | ACTION PLAN |
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| Student signature: |  | Date: |  |
| Tutor signature: |  | Date: |  |
| Internally Verified by: |  | Date: |  |

## Unit Introduction

Construction, civil engineering and building services engineering are technical disciplines which require the collection, processing and use of numerical data. For example, in a simple construction project the dimensions of a structure are designed and specified by the architect or engineer, the cost of the work is determined by the cost control surveyor, the quantity of materials to be ordered is determined by the buyer, and the setting out dimensions and angles may be calculated by the contractor. In more complex situations, design engineers use various formulae to calculate properties such as the rate of the flow of water through pipes for drainage calculations, or the levels of bending moments in beams for sizing structural elements.

It is therefore essential that learners develop an appropriate understanding of the mathematical methods and techniques required for these key activities, and of how to apply them correctly.

The unit explores the rules for manipulating formulae and equations, calculating lengths, areas and volumes, determining trigonometric and geometric properties, and applying graphical and statistical techniques.

On completion of the unit learners will be able to select and apply appropriate mathematical techniques to address a wide variety of standard, practical, industry-related problems.

**Assessment Brief**

The Principal of Neath Port Talbot College has procured CJ Construction to carry out major works on the existing caretakers lodge situated as shown on the Google Earth map.

The intention is to refurbish and extend the lodge so it will be utilised as a centre for higher education. This work will require some major earth and civil engineering work.

As a Trainee Project Manager your company director has asked you to carry out several tasks to enhance your construction management knowledge.



Caretakers Lodge

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**Learner Assessment Submission and Declaration**

When submitting evidence for assessment, each learner must sign a declaration confirming that the work is their own.

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| --- | --- |
| Learner name: | Assessor name: |
| Issue date: | Submission date: | Submitted on: |
| Programme: |
| Unit:  |
| Assignment reference and title: |

Please list the evidence submitted for each task. Indicate the page numbers where the evidence can be found or describe the nature of the evidence (e.g. video, illustration).

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| --- | --- | --- |
| **Task ref.** | **Evidence submitted** | **Page numbers or****description** |
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| Additional comments to the Assessor: |

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| **Learner declaration**I certify that the evidence submitted for this assignment is my own. I have clearly referenced any sources used in the work. I understand that false declaration is a form of malpractice.Learner signature: Date: |

Task 1:Identify the various stages of the construction process for a low-rise domestic or commercial building (P1)

Task 2: Describe the roles and interrelationships of the members of the building team involved in resource management, planning and production (P2)

Task 3: Produce organisational charts to explain the group dynamics of team working (M1)

Task 4: The project Manager has asked you how the company uses it resources effectively. And it also asked you to compare the advantages and disadvantages of the control methods we use. (P3,P4,P4,P6,M2)

Task 5: The Company Director is thinking of investing in Construction software to modernise the company. Please evaluate different construction software systems and recommend two. (D1)

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| **Task Description** | **Criteria Claimed** | **Page** | **Tutor Comment** | **Achieved**  | **IV** |
| Construction Process |  |  |  |  |  |
| Team Members |  |  |  |  |  |
| Organisational Charts |  |  |  |  |  |
| The 4 Ms |  |  |  |  |  |
| Software Systems |  |  |  |  |  |



**QCF BTEC**

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| **INTERNAL VERIFICATION – ASSIGNMENT BRIEF** |
| **Programme title** | **BTEC Diploma/Extended Diploma** |
| **Assessor** | **Carl James** | **Internal Verifier** | **Bryan Shenton** |
| **Unit** | **07 – Project Management**  |
| **Assignment title** | **The Construction Process** |
| Is this assignment an authorised assignment brief published by Pearson? If so, has it been amended by the centre in any way? Please give details. |
| **No** |
| **INTERNAL VERIFIER CHECKLIST** | **Comments** |
| Is this assignment for whole or part of a unit? | P |  |
| Are accurate programme details shown? | Y |  |
| Are accurate unit details shown? | Y |  |
| Are clear deadlines for assessment given? | Y |  |
| Are the assessment criteria to be addressed listed? | Y |  |
| Does each task show which criteria are being addressed? | Y |  |
| Are these criteria actually addressed by each task? | Y |  |
| Is it clear what evidence the learner needs to generate? | Y |  |
| Are the activities appropriate? | Y |  |
| Is there a scenario or vocational context? | Y |  |
| Is the language and presentation appropriate? | Y |  |
| Is the timescale for the assignment appropriate? | Y |  |
| **Overall, is the assignment fit for purpose?** | Y |  |
| \*If ‘No’ is recorded and the Internal Verifier recommends remedial action before the brief is issued, the Assessor and the Internal Verifier should confirm that the action has been undertaken on Page 2. |
| **Assessor signature** | Erfyl Hughes | **Date** | 09/09/19 |
| **Internal Verifier signature** | Dave Laytham | **Date** | 09/09/19 |
| **Lead Internal Verifier signature** (if required) |  | **Date** |  |

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| **Action required:** |
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| **Action taken:** |
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| **Assessor signature** |  | **Date** |  |
| **Internal Verifier signature** |  | **Date** |  |
| **Lead Internal Verifier signature** (if required) |  | **Date** |  |