

COURSE INFORMATION

Course prefix/No.:	BCT 231
Course Title:	Construction Labor and Expediting
Lecture Hours/Week:	3
Lab Hours/Week:	0
Credit Hours/Semester:	3

[*Distance Learning Attendance/VA Statement*](#)
[*Textbook Information*](#)

COURSE DESCRIPTION

This course is a study of the process of controlling material and labor on a job site.

COURSE COMPETENCIES

Upon successful completion of this course, the student should be able to:

Module 1 - Materials

- Explain the steps in determining materials needs and ordering them for delivery as they are needed.
- Explain different methods for estimating materials cost and discuss the reliability of each method.
- Use project plans and specifications to make materials quantity take-off.
- Group materials according to construction phases.
- Submit materials lists to suppliers for price quotes and delivery dates.
- Prepare master list of orders for materials with as-needed delivery dates.

Module 2 - Labor and Equipment

- Analyze plans and specifications to estimate labor requirements.
- Make realistic estimates of hours of labor for specific tasks by using historical performance records of company.
- Make realistic estimates of hours of labor for specific tasks by using published labor tables.
- Name variables which would affect labor cost and efficiency.
- Name factors which result in nonproductive time for workers.
- Create a list of labor units required to complete an assigned project.
- Explain how equipment needs are determined and met.
- Explain cost factors for equipment owned by the company.
- Explain cost factors for rented equipment.
- Create a list of equipment needs and schedule for an assigned project.

Module 3 - Scheduling and Controlling

- Describe the role and importance of scheduling and using scheduling charts.
- Describe typical formats used for scheduling.
- Explain how dollar amounts of progress payments and disbursements are involved in scheduling.
- Complete a list of the phases and activities of each phase for a construction project.
- Manually create a bar chart for an assigned construction project.
- Describe one or more computer software programs for construction scheduling.
- Use computer software to generate a bar chart for an assigned construction project.

REQUIREMENTS

Attendance Policy

The college attendance policy, stated in the college handbook, will be honored. The instructor will provide specific requirements for the course.

Academic Honesty

Students are expected to adhere to the college policy regarding student conduct as stated in the college handbook.

Assignments

Students are expected to complete all assignments and any supplementary exercises designated by the instructor.

EVALUATION STRATEGIES/GRADING

Students must complete all modules, including assignments, projects, labs, and tests. Students must earn at least a "C" in order for the course to serve as a prerequisite and for the course to apply towards a certificate.

Grading Scale

A=90-100

B=80-89

C=70-79

D=60-69

F=0-59

Evaluation Method

Tests/Projects (minimum of three total)	16.66% for each module
Work Attitude	8.32% for each module
Lab	8.32% for each module

100% Final Grade = 33.33% X 3 modules

Work Attitude is defined as:

- Participation
- Responsibility
- Cooperation
- Professionalism
- Appearance
- Attendance
- Effort
- Self Motivation
- Safety
- Works Independently

ENTRY LEVEL SKILLS

The student must be able to read and solve basic mathematical equations.

PREREQUISITES/CO-REQUISITES

Prerequisites: RDG 031 or equivalent and BCT 102

Co-requisites: None

METHODS OF INSTRUCTION

Lectures, reading assignments, projects, discussions, video presentations, multimedia presentations, and web content are the major teaching methods used in this course. See instructor for specifics.

LAB EXERCISES

See addendum and/or instructor for additional details.