

Diploma of Higher Education (Dip HE) in Construction Practice

Programme Specification 2016-
2017

Summary Programme Details

Final Award	
Award:	Diploma of Higher Education (Dip HE) in Construction Practice
Title of (final) Programme	Construction Practice
Credit points:	240
Level of award (QAA FHEQ):	5
Intermediate award(s)	
Intermediate award 1:	Certificate of Higher Education (Cert HE) in Construction Practice
Credit points:	120
Level of award (QAA FHEQ):	4
Intermediate award 2:	
Credit points:	
Level of award (QAA FHEQ):	
Validation	
Validating institution:	University College of Estate Management (UCEM)
Faculty	Management and Vocational
Date of last validation:	01/06/2015
Date of next periodic review:	June 2020
Professional accreditation or recognition	
Recognising body:	Royal Institution of Chartered Surveyors (RICS) (The UCEM Diploma of Higher Education in Construction Practice qualifies holders to 2 years of the experience requirement for AssocRics for the Project Management pathway, and for the Quantity Surveying and Construction pathway).
Date of last programme recognition:	N/A

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Date of next periodic review:	N/A
Accrediting body:	Chartered Association of Building Engineers (CABE)
Date of last accreditation:	August 2015
Date of next periodic review:	August 2020
Miscellaneous	
QAA benchmark statement	<p>Foundation Degree qualification benchmark</p> <p>Quality Assurance Agency (QAA), 2010, Foundation Degree Qualification Benchmark (May 2010) [online]. Available at:</p> <p>http://www.qaa.ac.uk/publications/informationandguidance/pages/foundation-degree-qualification-benchmark-may-2010.aspx (page 8)</p> <p>[accessed 18th May 2016]</p>
Date of commencement of first delivery	October 2015
Duration	2 Years (standard route) or 3 Years (reduced velocity)
Maximum period of registration	10 Years
UCAS Code	N/A
Programme Code	UDHCCPF
Other coding as required	N/A

Programme Overview

Rationale

The Diploma of Higher Education (Dip HE) is a fully supported online learning experience that is designed to appeal to a very broad spectrum of students.

The programme:

- provides a higher education entry point for students who have insufficient qualifications, or motivation, to enrol onto an Honours Degree programme;
- develops appropriate and relevant knowledge, skills and techniques through a combination of academic study and work based-learning. This aims to foster reflective practice of experience gained and (where appropriate) competence developed through problem-solving activity;

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- meets the needs of students and their employers in the construction sectors. It also caters for students not employed in this sector or simply unemployed;
- provides a progression opportunity to UCEM's own BSc, and programmes at other higher education institutions, in order to acquire Level 6 construction /project management related qualifications.

Entry requirements

Foundation Degree / Diploma of Higher Education

Entrants to this programme normally are required to have attained one of the following:

- GCSE Grade C or above in English and Mathematics (Grade 4 for applicants holding newly reformed GCSEs in England),

Or,

- A Level 2 qualification in English and Mathematics as defined by the National Qualifications Framework for England, Wales and Northern Ireland (QCF). For example the following qualifications can be considered for entry: Key Skills level 2, NVQ level 2, Skills for Life level 2, BTEC award, certificate or diploma level 2, Functional skills level 2, Cambridge National level 2, Cambridge Technical level 2. The academic level of International qualifications will be assessed using UK NARIC. For more information on equivalent qualifications please contact: admissions@ucem.ac.uk.

Applicants are normally expected to be 18 years old or over. Applicants under the age of 18 will be considered on a case by case basis by the Programme Leader.

If the student does not meet the standard entry requirements, UCEM will consider the application on an individual basis. In these cases, the student's application will be assessed by the Programme Leader, who will give careful consideration to the student's professional and life experiences as well as any academic or vocational qualifications held. The student may be asked to provide a detailed personal statement and/or a reference or letter of support from the student's employer or mentor to support the application.

International applicants must meet UCEM's minimum English language requirements in addition to the programme entry requirements listed above. For English language requirements, please go to:

<https://www.ucem.ac.uk/study-with-ucem/international-students/language-requirements/>

All UCEM programmes are taught and assessed in English. The applicant will therefore be required to demonstrate adequate proficiency in the language before being admitted to a programme:

- GCSE Grade C or above in English Language or English Literature (Grade 4 for applicants holding newly reformed GCSEs in England), or an equivalent qualification. For further information on equivalent qualifications please contact: admissions@ucem.ac.uk.
- Grade 6.0 or above, with at least 5.5 in the reading and writing modules, in the International English Language Testing System (IELTS) test administered by the

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British Council in the Social Sciences academic module.

- 79 or above in the Internet option, 213 or above in the computer-based option or 550 or above in the paper-based option, of the Teaching of English as a Foreign Language (TOEFL) test.

Students may apply to enter the programme in either semester.

Applicants are able to choose study between 1 and 3 modules per semester depending on their outside time commitments. The initial standard offer is for 3 modules a semester however students can choose a reduce velocity route. Clear guidance is given on UCEM web site as to the time commitment a standard module may require. Two typical delivery structures can be found on page 10 of this document.

Recognition of prior certificated learning (RPCL) or recognition of prior experiential learning (RPEL) routes into the Programme

RPCL and RPEL routes are supported with the requirements being outlined within UCEM's various Codes of Practice, including the Code of Practice on Admissions and Recognition of Prior Learning (Section 12).

Programme progression

- At the end of Stage 1, the student may revisit their chosen pathway.
- Assessment and Progression are conducted in accordance with the UCEM Academic and General Regulations for Students and the UCEM Undergraduate Assessment, Progression and Award Regulations.
- Students will be allowed to progress at an advance stage on to the UCEM BSc programmes. The stage of entry into the BSc will be dependent on student's prior performance, diet of modules passed and specialist BSc selected. Consideration here will be on given on the prior award level (Pass, Merits or Distinction) and the mapping of prior learning outcomes.

Award Regulations

- On successful completion of Stage 1 of the Diploma programme, a Certificate of Higher Education shall be awarded to those who exit the programme.
- On successful completion of Stage 2, a Diploma in Higher Education shall, on the basis of a student's performance at this stage, be awarded to those who complete the programme.
- Awards are conferred in accordance with the UCEM Academic and General Regulations for Students and the UCEM Undergraduate Assessment, Progression and Award Regulations.

Career prospects

Diplomas and Certificates of Higher Education serve as a springboard for further study and / or entry into the professional workforce. This Programme equips students with the essential subject knowledge and study skills to enable them to enter and work within the construction and project management areas of practice within the property industry.

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The opportunities available are fairly extensive and include but are not limited to the following career paths:

- Property agency and management,
- Property development,
- Contract management,
- Quantity surveying,
- Estimating,
- Construction management,
- Project management.

Programme Aims

Programme aims

The UCEM Diploma of Higher Education (Dip HE) is designed to provide access to higher education study for a wide range of applicants. These may include those who wish to enter the construction management profession but lack the appropriate academic qualifications, those who already work in the industry seeking career progression and recognition and those who are self-employed and require more formal and/or professional qualifications. It will also be available to those not currently employed who are interested in the sector and may wish to seek employment therein.

The programme provides flexibility and breadth of study opportunities for students whilst aligning this programme with UCEM's wider academic offer. It aims to:

- develop students' ability to engage with the professional environment in order to analyse, synthesise and report on business issues within the context of the construction sectors;
- provide both current and aspiring built environment, construction management and project management professionals with an opportunity to develop appropriate skills and competencies in an area of construction and project management that allows them to further enhance their careers, including achievement of membership of relevant professional bodies;
- provide an educational programme that is sufficiently flexible to give access to appropriately motivated students to allow them entry onto an Honours degree programme.

The Diploma enables advanced placement should students ultimately wish to enrol onto a Bachelor's degree programme.

Market and internationalisation

This programme is aimed at a UK and broad international audience; however, it has as its basis UK law and regulatory controls. The programme aims to utilise international case studies to further understanding and where possible, international construction and surveying is considered along with international codes and conventions.

Learning Outcomes

Having successfully completed the programme, the student will have met the following learning outcomes.

	Level 5	Relevant modules
A – Knowledge and understanding	<p>A5.1 Comprehension of the fundamental principles of construction practice and the way in which the principles have developed.</p> <p>A5.2 Understanding of the technology required for constructing a range of buildings and their associated services.</p> <p>A5.3 Awareness of the legal and regulatory background to working in the industry.</p> <p>A5.4 Understanding of appropriate organisational and financial management processes.</p>	See Curriculum Map
B – Intellectual skills	<p>B5.1 Synthesise their learning throughout the range of subject areas covered.</p> <p>B5.2 Apply underlying concepts and principles outside the context in which they have been studied, including the application of those principles in an employment context.</p> <p>B5.3 Transfer appropriate knowledge and skills from one topic to another.</p>	See Curriculum Map
C – Subject practical skills	<p>C5.1 Collect, record, present and manipulate data logically.</p> <p>C5.2 Use the main methods of enquiry to evaluate the appropriateness of different approaches to solving a range of tasks arising in professional practice.</p> <p>C5.3 Recognise the limits of their knowledge and how this influences analysis and interpretations based on that knowledge.</p>	See Curriculum Map
D – Key / Transferable skills	<p>D5.1 Communicate and collaborate effectively using a range of media.</p> <p>D5.2 Work under their own initiative and manage their time efficiently.</p> <p>D5.3 Solve problems and make decisions.</p>	See Curriculum Map

Curriculum Map

This table indicates which study units assume responsibility for delivering (X) and assessing (A) particular programme learning outcomes.

Module	Programme outcomes											
	A1	A2	A3	A4	B1	B2	B3	C1	C2	C3	D1	D2
Technical & Professional Communication	X			X A	X A	X A		X A	X A	A X	A X	A X
People & Organisational Management			X	X A	X A	X A	X	X A	X A	X	X	X A
Resources Management			X	X A	X A	X A	X	X A	X A	X	X	X A
Introduction to Sustainable Development	X A	X A			X A	X A	X	X A	X A	X A	X A	X A
Building, Environment, Technology & Simple Construction	X A	X A	X A		X A		X	X	A	X	X	X A
Introduction to Construction Practice	X A	X A	X A		X A		X			A X	X	X A
Practical Law for Construction & the Built Environment	X A		X A		X A		X A	X	X A	X A	X A	X A
Professional & Statutory Regulation	X A	X	X A	X A	X A	X A	X	A		A X	X	X A
Economics for Construction & the Built Environment	X A				X A	X A		X A	X A	X		A
Portfolio of Learning from the Workplace	A	X A	A	A	X A	A	A	A	A	A	X A	X A
Building, Environment, Technology & Framed Structures	X A	X A			X A		X			X	X	A
Project Management in Construction	X A		X A			X A			X A		X	

Programme Structure

Module List	Module	Core /Elective	Credits	FHEQ Level
MAN4COM	Technical and Professional Communication * ✓	Core	20	4
MAN4POM	People and Organisational Management	Core	20	4
MAN4RMT	Resources Management	Core	20	4
DEV4SUS	Introduction to Sustainable Development*	Core	20	4
TEC4BSC	Building, Environment, Technology and Simple Construction	Core	20	4
CON4COP	Introduction to Construction Practice <i>or</i>	Core	20	4
LAW5PLS	Practical Law for Construction and the Built Environment*	Core	20	5
MAN5PSR	Professional and Statutory Regulation	Core	20	5
ECO5ESU	Economics for Construction and the Built Environment	Core	20	5
PRJ5PLW	Portfolio of Learning from the Workplace*	Core	20	5
TEC4BFS	Building, Environment, Technology and Framed Structures	Core	20	4
MAN5PCM	Project Management in Construction	Core	20	5

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Notes:

* These modules are delivered in both semesters. ✓ This module must be studied in the student's first semester unless they have an exemption.

Delivery Structure

Diploma HE in Construction Practice (2 year route)

Year	Stage	Semester	Month	Module
1	1	S1	10 (4)	Technical & Professional Communication
1	1	S1	10	People & Organisational Management
1	1	S1	10	Resources Management
1	1	S2	4 (10)	Introduction to Sustainable Development
1	1	S2	4	Building, Environment, Technology and Simple Construction
1	1	S2	4	Introduction to Construction Practice
2	2	S3	10 (4)	Practical Law for Construction & the Built Environment
2	2	S3	10	Professional and Statutory Regulation
2	2	S3	10	Economics for Construction & the Built Environment
2	2	S4	4 (10)	Portfolio of Learning from the Workplace
2	2	S4	4	Building, Environment, Technology and Framed Structures
2	2	S4	4	Project Management in Construction

Or reduced velocity delivery.

Diploma HE in Construction Practice (3 year route)

Year	Stage	Semester	Month	Module
1	1	S1	10 (4)	Technical & Professional Communication
1	1	S1	4 (10)	Introduction to Sustainable Development
1	1	S2	10	People & Organisational Management
1	1	S2	10	Resources Management
2	1	S3	4	Building, Environment, Technology and Simple Construction
2	1	S3	4	Introduction to Construction Practice
2	2	S4	10	Professional and Statutory Regulation
2	2	S4	10	Economics for Construction & the Built Environment
3	2	S5	4	Building, Environment, Technology and Framed Structures
3	2	S5	4	Project Management in Construction
3	2	S6	10 (4)	Practical Law for Construction & the Built Environment
3	2	S6	4 (10)	Portfolio of Learning from the Workplace

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These delivery structures are an indication of how the programme may be delivered. Due to the flexible nature of the programme and student s requirements they are not an exact rule.

Notes:

Distinctive features of the programme structure:

- Access route to further HE study.
- Enhanced entry points on to UCEM BSc programme from the Degree.
- Choice of study pathways to suit career aspirations.
- Ability to transfer between study pathways at the end of each stage.
- Interactive Induction Module.
- Flexible start date – two intakes per academic year (October or April).
- Introductory networking event.

Module Summaries

Core Modules

Technical and Professional Communication

This module develops students' knowledge of the accurate communication requirements between individuals, and within and between organisations using a range of media. It also develops the theoretical basis underpinning successful professional and technical communication, including how to undertake property or site inspections, the professional standards of reporting the findings, and the means by which project progress can be recorded and communicated.

People and Organisational Management

This module develops students' knowledge of the role and function of management within organisations in the construction, land and estate management sectors of industry, both public and private sectors. It further explores the question "what is management", and how to distinguish it from leadership. The role of change as a central theme is explored, as organisations seek to come to terms with issues that are constantly impacting , both positively and negatively, on the people, management and the structures of businesses, and looks into how contemporary organisational behaviour as applied in the relevant sectors of industry.

Resources Management

This module seeks to explain how managers within organisations in the construction, and built environment seek to achieve organisational aims by effectively using financial and other resources. The spotlight is on how managers may use non-human resources in the pursuit of corporate goals. Management is briefly distinguished; the role of change is a central theme throughout the organisation especially in the sense of changing techniques and organisational objectives. Internal financial control and external financial reporting are distinguished from each other and the essentials of capital investment appraisal financial decision making are explored.

Introduction to Sustainable Development

The module explores the broader concepts, drivers and barriers relating to sustainable development, and examines the implications of sustainable development in the context of

individuals and organisations, as well as considering implications of sustainable development in the context of the built environment.

Building Environment, Technology and Simple Construction

This module provides an introduction to building, environment and technology based on simple construction. It comprises; communicating, simple building parameters in building and elements/components in simple buildings. Simple building examples are included, such as traditional masonry construction and roof construction typical to buildings up to 3 storeys. Consideration is made on perspectives, such as sustainability.

Professional and Statutory Regulation

The module develops students' knowledge of client care, ethical behaviour, health and safety, communication and negotiation, conflict avoidance and the key professional legislative landscape.

Economics for Construction and the Built Environment

This module uses the tools and techniques of economics and applies them to construction and the built environment. In particular the module introduces students to micro- and macro- economic concepts that are important for an understanding of property and the property market and decision making within the construction and built environment professions. Micro-economic studies focus on a study of markets and market behaviour, whilst macro-economic studies focus on developing an understanding of national and international economics.

Portfolio of Learning from the Workplace

This module requires students to demonstrate the relationship between relevant knowledge, skills and techniques acquired through the programme and the study of professional practice as derived from a workplace, and to communicate details of the experience gained and (where appropriate) competence developed through the preparation of a portfolio.

This will include a learning diary, with written and illustrative evidence of tasks engaged with, and a reflection on the contribution of this experience to their professional and personal development. Students will be encouraged to record and comment on these tasks in a format compatible with the requirements of the RICS Associate Assessment and/or those of other professional bodies.

Completion of the module through shadowing one or more professional organisations or through other means of observing and evaluating practice, rather than through direct employment in a relevant area, is acceptable, subject to prior approval of the arrangements by the Module Leader. All students will be required to arrange either a mentor (who may be internal or external to the workplace) or work experience facilitator whilst they are undertaking their studies.

Building Environment, Technology and Framed Structures

This module provides an introduction to building, environment and technology based on framed or similar construction. It relates to; communicating, theory; principles; components; design; construction techniques; construction; simple services; pathology/surveys; maintenance, sustainability; legislation and fire.

Framed building examples are included, such as steel, reinforced concrete and timber construction applicable to buildings with different occupancies such as commercial, industrial and residential. Consideration is made on perspectives, such as sustainability.

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Project Management in Construction

This module provides an opportunity to develop the knowledge, understanding and skills required to operate as a construction project manager (CPM) in the context of the property and construction industries. This module builds upon various subjects studied in Level 1 and allows the exploration of a range of issues in relation to the construction industry. The CPM plays a key role at all levels of the construction process for a diverse range of stakeholders. Therefore, students have a paramount need of the holistic combination of knowledge, understanding, skills, techniques required by a CPM.

Either, Introduction to Construction Practice

The module considers the role of Quantity Surveyor and Construction Manager in the design, construction and management of building projects.

Or, Practical Law for Construction and the Built Environment

Within the context of the real estate and construction sectors, this module considers an overview of the English legal system, the fundamental principles of contract law, the importance of the law of tort, the important aspects of land law and the principles of dispute avoidance and the various methods of dispute resolution.

Learning, Teaching and Assessment

Study support

Induction module:

All students are expected to complete the non-credit bearing Induction Module before the programme commences. The Induction Module is designed to equip students with the skills they need to study at UCEM.

The induction topic about referencing prepares students for the online test in referencing and citation that must be completed and passed prior to commencement of their studies.

The resources within the Induction Module are available to students throughout the duration of their study with UCEM.

Student learning support:

The programme is delivered via UCEM's Virtual Learning Environment (VLE) and academic teaching and support is provided online giving student's access to CEM resources, tutors and other students worldwide.

UCEM's Student Central function will act as the main point of contact for students throughout the duration of their programme. In addition, the programme has a dedicated programme administrator.

The academic team will guide and support students' learning. Furthermore, all students who do not engage with initial assessment or the VLE will receive additional support from the Programme team. Other UCEM administrative teams provide support for coursework, examinations and technical issues including ICT. Each student, wherever their location, will have access to a wealth of library and online materials to support their studies. International students will be supported through international case studies and guest speakers from the region will be invited to UCEM's webinar delivery.

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Additional needs support is provided via a dedicated Disability and Wellbeing team advisor at UCEM. Additional information can be found in the UCEM Background documentation.

English language support:

English is the common language for all programmes. It is appreciated that some students will need additional support. Therefore, the VLE provides additional resources on developing academic writing skills to help students whose first language is not English.

Personal and professional development:

Students are undertaking vocational programmes that are intrinsically linked to the accrediting professional bodies. Students are encouraged and supported to understand the need for the recognition of these bodies and guided as to how to meet the professional membership requirements. More generally, UCEM has a dedicated careers advisor to ensure students have appropriate access to careers education, information, advice and guidance.

Programme Specific support:

Each programme has a Programme Leader, Module Leaders and Module Tutors to support the students throughout their time with the programme. The UCEM staff are accessible during normal UK working hours, during which they also monitor the 24/7 forums asynchronously and provide encouragement, assistance and necessary tutor and student feedback services. Access to the UCEM e-Library is on a 24/7 basis and UCEM has a full time Digital Resources Manager available librarian during normal UK working hours.

Learning & Teaching Strategy

Module delivery follows a standard format incorporating a range of subject-appropriate resources suitable for the online supported learner. This may include, but is not limited to, audio visual presentations, webinars, interactive case studies and online journals and subject relevant field trips. Modules are supported by on-line access to subject specialist tutors, core texts and access to the UCEM e-library. This is provided by UCEM's Virtual Learning Environment (VLE).

Students are encouraged to develop and apply their knowledge and understanding through a range of online activities and exercises. These require students to apply their awareness and comprehension to simple industry related scenarios and issues.

Students are encouraged to share knowledge and ideas in relation to the construction industry and their studies. A range of online activities require students to investigate and research given information and make reasoned decisions.

Teaching of module topics requires students' engagement with a range of on-line activities that develop communication and collaboration skills. The timing of these activities within the study period requires the development of effective time management skills.

Assessment Strategy

Formative assessment

The purpose of formative assessment is to provide regular and constructive feedback to students to motivate and guide them through their learning. Formative assessment opportunities and feedback are provided on each module. These vary in format and may include self-assessment quizzes and tutor guided discussion. All are designed to motivate and support the student. Formative assessment of the work based learning element is through regular reviews of, and feedback on, students' progress. Where appropriate, both the workplace facilitator and the student receive review comments to help refine the students' work.

Students are encouraged to engage in group discussions and collaborative learning with their peers and tutors.

Communication, collaboration and time management skills are tested through the range and requirements of summative assessment throughout the Dip HE.

Summative assessment

Stage 1

Summative assessment methods and formats vary across the modules and include computer aided assessment, coursework, examination and portfolio work. All are appropriate to the individual module, its academic level and stated learning outcomes.

Cognitive skills are summatively assessed through a range of coursework tasks and examinations.

Practical and professional skills are summatively assessed through a range of coursework tasks and examinations.

Stage 2

Summative assessment methods and formats vary across the modules and include coursework and examinations. All are appropriate to the individual module, its academic level and stated learning outcomes.

Achievement of learning outcomes B1 to B3, and C1 to C3, through work based learning is summatively assessed at the end of Stage 2, through the compilation of a portfolio and report of experience, evaluation and reflection thereon. Based upon professional tasks and problems.

Assessment Diet.

The assessment for the UCEM Foundation Degree Construction programme consist of a variety of assessment modes:

- a. assessed coursework's (in essay, report, problem or short question format),
- b. computer marked assessments,
- c. written examination papers,
- d. work-based learning portfolios and other e-mediated submissions.

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<u>STAGE 1 (Certificate of HE)</u>			
<u>October Semester</u>	<u>Assessment</u>	<u>Weighting</u>	<u>Module Credits and FHEQ level</u>
Technical and Professional Communication OR Introduction to Sustainable Development	2 x Computer marked assessment (CMA) 1 x coursework	30% total 70%	20 (4)
People & Organisational Management	1 x coursework 1 examination	40% 60%	20 (4)
Resources Management	2 x CMA 1 x coursework	30% total 70%	20 (4)
<u>April Semester</u>			
Technical and Professional Communication OR Introduction to Sustainable Development	2 CMA 1 x coursework	30% total 70%	20 (4)
Building, Environment, Technology & Simple Construction	1st coursework 2nd coursework	40% 60%	20 (4)
Introduction to Construction Practice	2 CMA 1 x coursework	30% total 70%	20 (4)

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STAGE 2 (Diploma in HE)			
<u>October Semester</u>	<u>Assessment</u>	<u>Weighting</u>	<u>Module Credits and FHEQ level</u>
Practical Law for Construction and the Built Environment <u>OR</u> Portfolio of Learning from the Workplace	2 CMA	20% total	20 (5)
	2 x coursework	80% total	
	Reflective Portfolio	(100%)	20 (5)
Professional & Statutory Regulation	1 x coursework	40%	20 (5)
	1 examination	60%	
Economics for Construction and the Built Environment	1 x coursework	40%	20 (5)
	1 examination	60%	
<u>April Semester</u>			
Practical Law for Construction and the Built Environment <u>OR</u> Portfolio of Learning from the Workplace	2 CMA	20% total	20 (5)
	2 x coursework	80% total	
	Reflective Portfolio	(100%)	20 (5)
Building, Environment, Technology & Framed Structures	1st coursework	40%	20 (4)
	2nd coursework	60%	

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Project Management in Construction	1 x coursework	40%	20 (5)
	1 examination	60%	

PSRB Benchmark Mapping

The Diploma of Higher Education offers modules that map to RICS competencies in Project Management and Quantity Surveying and Construction.