

### **Module Syllabus**

<b>Module Title</b>	Project Management in Plumbing Services	
<b>Module Code</b>	MBS3026X	
<b>QF Credits</b>	10	
<b>QF Level</b>	3	
<b>Notional Learning Hours</b>	102	Contact Hours: 30
		Self-study Hours: 70
		Assessment Hours: 2 ( <i>Outside Contact/Self-study Hours</i> )
<b>Pre-requisite</b>	Nil	
<b>Co-requisite</b>	Nil	
<b>Anti-requisite</b>	Nil	
<b>Exemption Criteria</b>	Nil	

#### **Module Intended Learning Outcomes:**

On completion of the module, learners are expected to be able to:

1. apply critical path method in project scheduling;
2. estimate the budget of the work tasks and control the cost effectively;
3. apply supervisory skills for manpower management; and
4. apply quality control in plumbing projects.

**Learning Contents and Indicative Contact Hours:**

Learning Contents	Indicative Contact Hours
<p>A. Site organization and project management</p> <ul style="list-style-type: none"> <li>• <i>Organization chart</i></li> <li>• <i>Role and responsibility of different parties, e.g. Client/Owners Representative, Architect, Consultant (E&amp;M/structure), Contractors (Main-contractor, Sub-contractor, Domestic Sub-contractor, Nominated Sub-contractor NSC), etc.</i></li> <li>• <i>Project planning, project scheduling and job allocation</i></li> <li>• <i>Principles and the application of Critical Path Method</i></li> <li>• <i>Investigation of site requirements</i></li> <li>• <i>Principles in allocating temporary facilities; temporary works, materials storages and equipment</i></li> <li>• <i>Progress monitoring and programme updating</i></li> <li>• <i>Project life cycle and scope of works</i></li> <li>• <i>Tender specification</i></li> <li>• <i>Essential elements for the formation of a valid contract, termination of contracts, damages, limitation of actions</i></li> </ul>	<p>12 hours</p>
<p>B. Finance control and insurance</p> <ul style="list-style-type: none"> <li>• <i>Estimation of income and expenditure of a project</i></li> <li>• <i>Introduction of operations management</i></li> <li>• <i>Basic measurement principles for plumbing works installation</i></li> <li>• <i>Basic cost control for engineering project</i></li> <li>• <i>Insurance arrangements for engineering project</i></li> </ul>	<p>6 hours</p>
<p>C. Supervisory management &amp; problem solving</p> <ul style="list-style-type: none"> <li>• <i>Functions and roles of a supervisor, qualities and skills needed by a supervisor, verbal and nonverbal communications</i></li> <li>• <i>Effective communication with head office, external bodies and local authorities</i></li> <li>• <i>Site meetings and site administration</i></li> <li>• <i>Effective written and on-site verbal instructions</i></li> <li>• <i>Problems identification, generating new and innovative ideas, problem solving techniques, decision making</i></li> </ul>	<p>6 hours</p>
<p>D. Quality management</p> <ul style="list-style-type: none"> <li>• <i>Concept of quality management, goals of organizational quality management culture</i></li> <li>• <i>Materials purchasing, inspection, testing and control</i></li> <li>• <i>Safety awareness, risk assessments</i></li> <li>• <i>Managing outsource works</i></li> <li>• <i>Commissioning and adjustment</i></li> <li>• <i>Jobs handover</i></li> <li>• <i>Defect Liability Period / routine maintenance</i></li> </ul>	<p>6 hours</p>

### Mapping of Learning Contents with Module Intended Learning Outcomes:

	Learning Contents	Module Intended Learning Outcomes			
		1	2	3	4
A.	Site organization and project management	✓			
B.	Finance control and insurance		✓		
C.	Supervisory management & problem solving			✓	
D.	Quality management				✓

### Learning and Teaching Strategies:

- Lectures are to develop students' critical thinking and an analytical mind to rationalize the theoretical aspects of the covered topics and to elaborate important and difficult areas, providing a meaningful framework and a focus for text reading and the corresponding tutorials.
- Tutorials are to encourage students to apply and extrapolate the knowledge they learn through various activities, including group discussions, case studies, and presentations.
- Through assignments and tutorial exercises, students can interact with tutors to develop solutions and/or solve or deal with trade situations in an interactive and pleasant learning atmosphere.

### Assessment Scheme:

<b>Continuous Assessment (CA)</b>	
<i>Assignment</i>	<b>30%</b>
<b>End-of-Module Assessment (EA)</b>	<b>70%</b>
<b>Total</b>	<b>100%</b>

**References:**

1. *Martyn J. Hills, Building contract procedures in Hong Kong, Longman Latest Edition*
2. *Rory Burke, Project management : planning and control, New York : J. Wiley Latest Edition*
3. *Harold Kerzner, Project management : case studies, John Wiley & Sons, Inc. Latest Edition*
4. *Abdul Razzak Rumane, Quality management in construction projects, CRC Press Latest Edition*

**Creation/Revision Record:**

Version	Date	Created/Revised by
1	22 March 2019	CHANG Yiu Chung, Kelly
2	23 April 2019	CHANG Yiu Chung, Kelly

**Module Assessment Scheme [AY 2019/20]**

<b>1 Module Details</b>						
a	Module Code/Title	<b>MBS3026X / Project Management in Plumbing Services</b>				
b	Programme Code/Title	<b>EG423703Q / Certificate in Plumbing Services (Hong Kong)</b>				
c	QF Level	3				
d	Notional Learning Hours (total)	102				
e	Notional Learning Hours, comprising of	Contact Hours	Self-study Hours	Assessment Hours		
		30 hrs	70 hrs	2 hrs		
<b>2</b>	<b>Module Intended Learning Outcome (MILO)</b>	Module Assessment in alignment with MILO (*Please indicate the assessment mode for each MILO by ticking (✓) the appropriate box(es))				
		Tests	Assig'ts	Workshop	EA	etc.
a	construct a work schedule for implementation of plumbing services project		✓		✓	
b	estimate the budget of the work tasks and control the cost effectively		✓		✓	
c	apply supervisory skills for manpower management				✓	
d	apply quality control in procurement of the plumbing works materials				✓	
<b>3</b>	<b>Continuous Assessment (CA)</b>	Total CA marks contributing to 30% of module mark				
a	CA component	Tests	Assig'ts	Workshop	etc.	
b	No. of assessment (s)	-	1	-	-	
c	CA component as a % of module mark	-%	30%	-%	-%	
<b>4</b>	<b>End-of-Module Assessment (EA)</b>	Total EA marks contributing to 70% of module mark				
a	Duration of examination	2				
b	Approximate distribution of marks	Long questions 30%	MC questions 20%	Short questions (non-MC) 50%		
c	Choice of questions	yes / <del>no</del>				
<b>5</b>	<b>Any Special Assessment Requirement</b>	<b>Nil</b>				

**Note:**

- i) The Module Assessment Scheme (MAS) is compiled at the beginning of each academic term or year and is subject to annual review by respective Programme Team, following the prevailing Procedure for Programme Development, Revision and Review.
- ii) Details of Module Intended Learning Outcomes (MILOs) may be specified in separate page as reference.
- iii) Learner has to pass the End-of-Module Assessment (EA) for passing the module.