Instructor
Firas Shalabi, Ph.D.,
Bobby Chain Technology Center (TEC) 250B
118 College Drive, Hattiesburg, MS 39406
F.shalabi@usm.edu
Phone: 601.266.5185

Office Hours
- Online students may contact the professor via email (see instructions below).
- On-campus students may reach the professor via email in addition to the following times
  Tuesdays and Thursdays: 1:00 pm – 2:15 pm
  Wednesdays: 1:00 pm – 3:30 pm
- If the previous times do not suit the student’s schedule, the student may schedule an
  appointment with the professor.

Drop Date
August 31, 2016 is the last day to drop full-term classes and receive 100% financial credit.
November 04, 2016 is the last day to withdraw from the University and receive a grade of W for
full-term courses. (The information can be accessed at https://www.usm.edu/registrar/fall-2016-academic-calendars)

Prerequisite
None.

Credit Hours
3 hours

Course Description
The course introduces various aspects associated with the construction industry and enables
students to understand different functions related to managing a construction company.

Course Overview
The course provides an introductory understanding of various aspects associated with the building
industry. Certain topics will be introduced in this course, which subsequently will be taught to the
students in-depth, during the rest of the undergraduate curriculum. Introduced concepts will
provide a better understanding towards operations and management of a construction company in the current market scenario.

**Course Outcomes**
The major outcomes for the course are:
1. Introduction to construction company business management
2. Introduce business ownership, company organization, project delivery, construction contracts, bidding, insurance, bonds, and adopting safety at an organizational level.

**Student Learning Outcomes**
Upon completion of this course, the students shall be able to:
1. Identify the importance of collaborating in teams and developing an introductory understanding for managing a group of people working towards the same objective.
2. Identify and understand the importance of roles that stakeholders play within a construction company.
3. Become familiar with the industry, associated stakeholders, and the relationship shared between major stakeholders.
4. Realize various types of business ownership.
5. Understand organizational structure of a company.
6. Provide an introductory understanding for bidding, and cost estimating.
7. Introduce project delivery, construction contracts, and construction scope document.
8. Understand the importance of insurance and bonds on a building construction project.
9. Realize the importance of adopting safety at an organizational level and identify the industry standards.
10. Create written communications appropriate to the construction discipline.
11. Create oral presentations appropriate to the construction discipline.
12. Understand different methods of project delivery and the roles and responsibilities of all constituencies involved in the design and construction process.
13. an ability to function effectively as a member or leader on a technical team;

**Instructional Strategies**
The course aims at establishing critical thinking and intellectual engagement among the participants. Blackboard discussions, supplemental readings, class slides, in class activities, and class videos will be the main methods used to enhance the critical thinking skills of the students.

**Course Communication**
Following protocols are established for communication with the professor and any email not complying with the following protocols shall not be responded to:
1) All emails shall be sent from a USM email address.
2) All online students’ emails should have a subject that starts with “BCT174_ONL_Subject.”
3) All on-campus students’ emails should have a subject that starts with “BCT174_CMPS_Subject.”
4) Please provide the professor with 72 hours of response time, for all emails.
4) If no response is received from the professor after the first 72 hours, the student will email a reminder. Professor realizes that things happen in real life and is more than willing to work with the students. The student should report any event that affects their performance to the professor, via an email. Also, Professor also recommends that students make use of academic resources available on campus to complete the assignments. The information about the available academic resources can be accessed at http://www.usm.edu/arts-letters/now/student-resources/academic-resources.html

**Required Text(s) and Readings**


Additional supplementary readings shall be posted on blackboard.

**Technology Requirements**

The major requirement for this course is proficiency in web browsing and Microsoft Office Suite (Microsoft Office Word, Microsoft Office PowerPoint, and Microsoft Office Excel).

**Class Procedures and Requirements**

1. The class will be taught through face to face lectures and a series of videos uploaded on the Blackboard. Additional reading material shall be posted on the Blackboard. It is highly recommended that students review the additional materials and class slides.

2. No grade changes are allowed in the course unless there is an error on the part of the professor. It is the duty of the student to clarify the aims and objectives of the assignment by meeting or emailing the professor in advance.

3. Students will be tested on their understanding of the course using two exams and a final exam. In addition, assignments and quizzes will be used. It is the responsibility of online students to view class videos regularly and review the material up to that point. Details about the material covered on each test can be located on the last page of the document.

4. The final exam shall cover all the materials taught. Details about the material covered on final examination can be located on the last page of the document.

5. It is the responsibility of the students to attend the class and regularly review course materials (slides, tests, discussions, and others) uploaded on the Blackboard.

6. The student is expected to review regularly any videos uploaded and actively participate in the discussion (via Blackboard). Class participation via Blackboard discussion is highly recommended, and the professor expects the students to be actively involved. *Active participation in Blackboard Discussions and review of videos shall count towards the class participation grade.*
7. Team assignment shall be submitted in a professional manner and follow the guidelines established. No extension shall be granted. You are going to be a future construction professional and need to cultivate the attitude of a responsible bidder that follows the bid-box standard. It is highly recommended that the student keep proof of the submission.

**Evaluation Criteria**
The following percentages are with respect to the total grade:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Percentage of Overall Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team presentation</td>
<td>10%</td>
</tr>
<tr>
<td>Assignments, quizzes, and participation</td>
<td>20%</td>
</tr>
<tr>
<td>Exam 1 (09-29-2016)</td>
<td>20%</td>
</tr>
<tr>
<td>Exam 2 (11-03-2016)</td>
<td>20%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>30%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Team assignment shall incorporate peer review, and it shall be a part of the individual assigned grade. For team assignment, each team member will grade other members for their performance in the particular assignment.

**Grading Scale**
- **A** 90-100
- **B** 80-89
- **C** 70-79
- **D** 60-69
- **F** Less than 60

**Late Assignments or Projects**
Late assignments will not be accepted. It is the responsibility of the student to submit the assignment on time, and failure to do so can severely affect grades.

**Academic Honesty**
The following is from the USM Undergraduate Bulletin:

“When cheating is discovered, the faculty member may give the student an F on the work involved or in the course. If further disciplinary action is deemed appropriate, the student should be reported to the Dean of Students. In addition to being a violation of academic honesty, cheating violates the Code of Student Conduct and may be grounds for probation, suspension, and/or expulsion. Students on disciplinary suspension may not enroll in any courses offered by The University of Southern Mississippi.”

Students must email the professor, within the first week of classes, using the school email address, stating that they understand USM academic honesty policy and if they do not uphold the standards of academic honesty the professor has all right to enforce all applicable punishment.
ADA Policy

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Office for Disability Accommodations (ODA) for information on appropriate policies and procedures. Disabilities covered by ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact ODA if they are not certain whether a medical condition/disability qualifies.

Address: The University of Southern Mississippi,
Office for Disability Accommodations,
118 College Dr. #8586, Hattiesburg, MS 3940-0001
Voice Telephone: (601)-266-5024 or (228)-214-3232
Fax: (601)266-6035

Individuals with hearing impairments can contact ODA using the Mississippi Relay Service at 1-800-582-2233 (TTY); or email Ms. Suzy Hebert at Suzanne.Hebert@usm.edu.

Note:
The professor reserves the right to change the syllabus. The class will be notified when such a scenario occurs.