PROJECT SUPERVISION

Curriculum Notes
- 85 Hours
- Published: 2001

PAPERBACK	ISBN
Participant Guide: $99.99	**978-0-13-103595-9**

MODULES
The modules listed below are included in the Participant Guide. The following ISBNs are for ordering individual modules only.

Orientation to the Job *(5 Hours)*
ISBN 978-0-13-103666-6
(Module ID MT201-01) Introduces the history of the construction industry and construction organization. Covers the phases of a construction project and the role and duties of the supervisor.

Human Relations and Problem Solving
(20 Hours)
ISBN 978-0-13-103667-3
(Module ID MT202-01) Focuses on the communication process and developing effective communication and leadership skills. Compares problem solving to decision making. Discusses potential human relations difficulties and how to resolve them.

Safety *(7.5 Hours)*
ISBN 978-0-13-103668-0
(Module ID MT203-01) Describes the supervisor's role in job-site safety, the true cost of accidents, and how to train and involve all employees in job safety. Includes OSHA safety inspections.

Quality Control *(5 Hours)*
ISBN 978-0-13-103669-7
(Module ID MT204-01) Defines different types of quality control. Explains how to incorporate quality and safety through effective communication, document control, and inspections.

Contract and Construction Documents *(5 Hours)*
ISBN 978-0-13-103670-3
(Module ID MT205-01) Teaches how to understand and interpret construction drawings, technical specifications, and as-built drawings. Includes different types of bidding, contracts, change orders, closeout documents, and more.

Document Control and Estimating *(10 Hours)*
ISBN 978-0-13-103671-0
(Module ID MT206-01) Provides an introduction to using and maintaining document control. Defines the elements of material, labor, and equipment estimates and how to develop, organize, and look for errors in an estimate.

Planning and Scheduling *(17.5 Hours)*
ISBN 978-0-13-103673-4
(Module ID MT207-01) Introduces stages of planning, how to implement a plan, and how to coordinate with other contractors. Includes planning resources, materials, equipment, tools, and labor. Discusses short- and long-term schedules.

Resource Control and Cost Awareness *(15 Hours)*
ISBN 978-0-13-103674-1
(Module ID MT208-01) Explains how to measure job-site productivity and how to increase it. Discusses resources, materials, tools, equipment, labor, quality, and cost and resource control. Introduces cost awareness and types of reports.

Sustainable Construction Supervisor

Sustainable Construction Supervisor has been developed to instruct construction managers on sustainable construction management, the LEED rating system as it would apply to oversight of their projects and crews, and how to supervise and train their subcontractors and crews so that LEED points aren't unintentionally sacrificed.

This module is published in full color and is competency-based. An assessment is also available.