

**COURSE SYLLABUS**  
**IT 468 / CID 7413 / SECTION 01**  
**Cost Estimating of Construction Materials**  
**SUMMER I - 2008**

**LOCATION:** ITB, ROOM 101  
**MEETING TIME:** LECTURE TIME: MONDAY THRU FRIDAY 10:00 – 11:50 AM  
**INSTRUCTOR:** KEITH L. COOGLER  
**OFFICE:** ITB, ROOM 105  
**CONTACT:** OFFICE PHONE: 936.294.1203  
FAX: 936.294.1193  
E-MAIL: ith\_klc@shsu.edu  
**Office Hours:** Posted on bulletin board in foyer of ITB building and at ITB Room 105

**COURSE DESCRIPTION:**

This course is devoted to the study of qualities, types, and sizes of materials such as lumber and other wood products, masonry, paint, hardware, ceramic and metal products. In addition, scheduling is examined as it pertains to time estimation and optimization.

**COURSE OBJECTIVES/ FORMAT:**

After completion of the course, the student will be able to:

- Identify components and costs of components contained in residential and commercial projects.
- Demonstrate the use of and proficiency in construction mathematics.
- Demonstrate proper and effective use of sketching and drawing to convey ideas and documentation.
- Prepare construction material cost estimates.
- Identify time-valued components in a construction project.
- Prepare construction schedule and analysis.

The course will consist of primarily of lecture and outside work sessions using the SHSU BlackBoard system. All students are expected to participate in all assignments.

**TEXTBOOK:**

Peterson, S. (2004). **Construction Estimating Using EXCEL**. Pearson-Prentice Hall; Upper Saddle River, NJ.  
ISBN: 0-13-171983-5

**EXPECTATIONS:**

**ATTENDANCE** has a major influence on participation, project assignments, and presentation. An absence affects all three grading criteria. If a student is absent, they cannot participate. If a student is absent, they cannot exhibit their work. Because this course will utilize Black Board for outside assignments one day each week, each student must respond to the online assignments by the required time. Any assignment not returned by the required time will not be accepted and will not receive attendance for that session.

Every student is expected to be present and **on time** for every class (both lecture and online). Punctual students are normally annoyed by the disruption of those who continually walk into class late. You are tardy whether you come in late or leave early. I will take roll at the beginning of each class session. An attendance chart will be provided that **YOU** (the student) will identify your seat and sign your name to. If **YOU** (the student) do not sign in, **YOU** will be acknowledging your absence.

**Accumulate eight (9) hours absence and your grade will drop by a letter, twelve (12) hours and it drops by two (2) letters.**

In case you are absent, whether excused or unexcused, you are still responsible for the material covered. **I will feel obligated to disseminate material and instructions one time only.** If you are absent or late, the responsibility for obtaining handouts and information is incumbent on you. You would be wise to establish relationships with fellow students for assuring that you remain well-informed and that you are adequately prepared for exams.

Should it become necessary to be absent, please inform the instructor or leave message with the department secretary – Technology program.

936-294-1191

**COURSE EVALUATION:**

A **minimum** of three examinations (tests) will be given to determine mastery of course content. Exams will constitute 30% of the total grade while workbook activities will be worth 40%. Participation in classroom discussions and participation in outside sessions is worth 20 %. Research is worth 10% and represents group and individual projects.

Each unit of study consists of review questions, outside exercises and exams. A minimum of three exams will be given to determine mastery of course content. Exams will constitute 30% of the total grade while outside exercises and other activities will be worth 70%. Participation in classroom discussions and outside exercises is expected (see EXPECTATIONS). Missed work or exams may be submitted or made-up when an excused absence is granted.

Grading shall be according to the following:

Participation	20% (includes attendance)
Workbook and outside (online) assignments	40%
Research Assignments	10% (Group & Individual)
Group project / Presentation	5%
Individual Presentation	5%
Exams	30%
<hr/> Total	<hr/> 100%

Course letter grades will be assigned according to the following:

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59

**ACADEMIC HONESTY:**

The University expects all students to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

**CLASSROOM RULES AND CONDUCT:**

Laboratory safety rules must be observed at all times and will be enforced by the instructor and lab assistants. Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Cellular telephones and pagers must be turned off before class begins. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy. No equipment may be removed from the laboratory.

**VISITORS IN THE CLASSROOM:**

Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

**DISABILITY STATEMENT:**

It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic or Student Life program or activity. Disabled students may request help with academically related problems stemming from individual disabilities from their instructors, school/department chair, or by contacting the Chair of the Committee for Continuing Assistance for Disabled Students and Director of the Counseling Center, Lee Drain Annex, or by calling (936) 294-1720.

**STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY:**

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). This request must be made in the first fifteen days of the semester or the first seven days of a summer session in which the absence(s) will occur. The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed.

**INSTRUCTOR EVALUATIONS:**

All students are asked to complete a course / instructor evaluation near the end of the semester.

**COURSE CONTENT / OUTLINE:**

1. Estimating procedures
2. Scheduling – CPM / PERT
3. Scheduling – cost analysis
4. Estimating mathematics
5. Efficiency and productivity
6. Site work & Earthwork
7. Concrete & Masonry
8. Structural and miscellaneous steel
9. Wood and plastics; doors and windows
10. Thermal and moisture protection
11. Finishes and specialty divisions
12. Mechanical and plumbing
13. Electrical
14. The bid package, contract, and follow-up
15. Bid procedures

***The above schedule, policies, and assignments in this course are subject to change in the event of extenuating circumstances or by mutual agreement between the instructor and the students.***