Module Outline   **Part 1- as validated**

1.	Title	**Communication and Design Technology**
2.	Level *	4
3.	Credits	20
4.	Indicative Student Study Hours	36
5.	Core (must take and pass), Compulsory (must take) or Optional	**Compulsory**

* Foundation Level=3   Degree Year 1 = 4   Degree Year 2 = 5   Degree Year 3 = 6

PG (Masters) = 7

5. Brief Description of Module (purpose, principal aims and objectives)

The module is designed to introduce students to a range of techniques which will enable them to develop their skill base to meet a variety of information and communication needs in the workplace. This will include the production of personal development plans and the use of two and three dimensional construction drafting and organisational software.

6. Learning Outcomes - On successful completion of this module a student will be able to:

(*Add more lines if required*)

	Subject Specific Learning Outcomes
1.	Identify techniques for effective presentation and apply appropriate software packages.
2.	Identify a range of interpersonal skills essential and record your ability to apply them, through the development of a Personal Development Plan (PDP).
3.	Apply the basic principles and demonstrate competency in using two dimensional construction based CAD software.
4.	Apply the basic principles and demonstrate competency in using three dimensional construction based CAD software.
	Generic Learning Outcomes
1.	Critically appraise personal skill base
2.	Evaluate design solutions

7. Assessment

Pass on aggregate or Pass all components	
(modules can only be pass all components if this is a PSRB requirement)	**Pass on aggregate**

Summary of Assessment Plan

Type	% Weighting	Annonymous Yes / No	Word Count/ Exam Length	Learning Outcomes Coverage	Comments
1. Design Portfolio	50%	Yes		LO 1,2,	Portfolio of evidence
2. PDP	50%	Yes		LO 3,4	Portfolio of evidence

Further Details of Assessment Proposals

Give brief explanation of each assessment activity listed

Design Portfolio

Produce a portfolio of design work to showcase your ability to generate 2d and 3d skills;

- Produce industry-standard 2D drawings of residential properties

- Produce industry standard 2D drawings of commercial properties

- Produce complex 3D models

- Produce a fully rendered set of elevations for residential properties

- Plot drawings using different media & scales

- Create and export CAD files in different formats

Personal Development Plan

Produce a portfolio that will assist in the pursuit of membership of a chartered institute representing your profession, such as the Chartered Institute of Builders. This portfolio should professional enough to support the next step for chartered membership after graduating from University Centre Colchester. This task is aimed at enabling you to know your strengths and weaknesses across a range of personal and interpersonal skills. You can then analyse and evaluate them so that you can develop an action plan for self-improvement tailored towards achieving chartered membership.

8. Summary of Pre and / or Co Requisite Requirements
None

9. For use on following programmes
BSc (Honours) Construction Management (Architectural Technology)
BSc (Honours) Construction Management (Quantity Surveying)
BSc (Honours) Construction Management (Site Management)

Module Specification	Part 2- to be reviewed annually

1.	Module Leader	Brenda Rich

2.	Indicative Content
	• Presentation techniques: Key factors, preparation, delivery methods, visual aids, PowerPoint, OHP, Flip charts, questions, report writing, CAD and manual drafting, managing the audience
	• Interpersonal skills: Assertiveness, Negotiation, Conflict handling, Listening, Speaking, Influencing, Non Verbal communication, Questioning skills, Positive language
	• Uses and application of two dimensional computer software to produce construction drawings
	• Uses and application of three dimensional computer software to produce construction visualisation models and animations
	• Use and application of construction based organisational computer software – BIM

3. Delivery Method (*please tick appropriate box*)

Classroom Based	Supported Open Learning	Distance Learning	E-Learning	Work Based Learning	Other (specify)
Yes					

*If the Delivery Method is **Classroom Based** please complete the following table:*

	Activity (lecture, seminar, tutorial, workshop)	Activity Duration - Hrs	Comments	Learning Outcomes
1	Lectures	36		LO1-4

2			
Total Hours	**36**		

If delivery method is *not* classroom based state lecturer hours to support delivery	

4. Learning Resources

To include contextualised Reading List.

Highly Recommended

Adair, J and Thomas, N, (2004), *Handbook of Management and Leadership*, Thorogood London

John, E. (2013) *CAD Fundamentals for Architecture (Portfolio Skills)*, London: Lawrence King Publishing Ltd

Ellis R (1999) *Constructive Communication – Skills for the Building Industry.* Oxford: Butterworth-Heinemann

Emmitt, S & Gorse, C.A. (2008) *Construction Communication* Oxford: Blackwell Publishing Ltd

Hayes J (2002) *Interpersonal Skills at Work 2nd edition* Routledge New York

Omura, G. & Benton, B.C. (2016), Mastering AutoCAD & AutoCAD LT, Wiley.

Onstott, S. (2017), AutoCAD 2018 and AutoCAD LT 2018 Essentials, Sybex Inc.,U.S.

Stine, D. (2016), Residential Design Using AutoCAD 2017, Routledge.

Recommended

Fane, B. (2016), AutoCAD For Dummies, Wiley.

Fryer B, C Egbu, R Ellis & C A Gorse (2011) *The Practice of Construction Management* 4th edition. Oxford: Blackwell Publishing Ltd

Moss, E. (2016), Autodesk AutoCAD 2017 Fundamentals, Routledge.

Smith,D. Ramirez, A. & Schmidt, J. (2016), Technical Drawing 101 with AutoCAD 2017, SDC Publications.

Shrock, C.R. & Heather, S. (2016), AutoCAD Pocket Reference, Industrial Press.

https://www.autodesk.co.uk/