

**ARBE6201: Architectural Management**

Callaghan

Semester 1 - 2024



## OVERVIEW

**Course Description** The professional courses, Architectural Management and Architecture Practice, help students to learn about being in the business of architecture: from the aspirational to the pragmatic, the ethical to the legal, these courses deal with our duties as architects. Like the practice of architecture itself, these courses will entail working with professionals and peers to develop strong skills in collaboration and communication. Architectural Management takes us from the moment a client and architect relationship is formed and fastened. We learn about making agreements, about contractual relationships within both Client and Architect agreements and Construction contracts, and the obligations of various parties. You will learn about the phases and processes involved with bringing a project to bear, from comprehending feasibility to understanding the phases of design, construction, and post construction, including complying with authorities and working with project stakeholders. Throughout the course, you will go through the process of initiating projects, covering agreements and fee proposals, briefing, assembling site information, understanding constraints and project feasibility. You will work through a project delivery framework, encompassing stakeholder consultation processes, contract types, and contract administration.

**Academic Progress Requirements**

Nil

**Contact Hours**

**Callaghan  
Lectorial**  
Face to Face On Campus  
3 hour(s) per week(s) for 13 week(s) starting Week 1  
Distance Education students will complete all components online

**Unit Weighting Workload**

10  
Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

# COURSE OUTLINE

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# CONTACTS

**Course Coordinator**     **Callaghan**  
Mr James Pedersen  
Robert.Pedersen@newcastle.edu.au  
0425 258 089  
Consultation:

**Teaching Staff**             Other teaching staff will be advised on the course Canvas site.

**School Office**             **School of Architecture and Built Environment**  
Architecture Building  
Callaghan  
archbe@newcastle.edu.au  
+61 2 4921 5771

# SYLLABUS

**Course Content**

- Introduction to Architectural Management
- The statutory environment
- The social, ethical and cultural values relevant to the practice of architecture
- Feasibility and project initiation
- Clients, users and agreements
- Project management and contracts
- Documentation and contract administration
- Cost planning and BIM
- Procurement and construction contracts
- Stakeholder management

**Course Learning Outcomes**

**On successful completion of this course, students will be able to:**

1. Apply the fundamentals of architectural project management to a project
2. Research, synthesise and apply technical knowledge within the professional framework of architectural practice and management of projects
3. Complete the project initiation and project planning phases for an architectural project
4. Present written, verbal and visual concepts and ideas to a professional standard
5. Work autonomously and engage in collaborative discussion in order to complete architectural projects

**Course Materials**

# SCHEDULE

# ASSESSMENTS

This course has 3 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Project 1: Report	1700 hr Sunday 7 April	Individual	25%	1, 2, 3, 4, 5
2	Project 2: Design project framework	1700 hr Sunday 2 June	Individual	25%	1, 2, 3, 4, 5
3	Online Quizzes	Quiz 1 By 29:59 hr Friday 15 March Quiz 2 By 29:59 hr Friday 29 March Quiz 3 By 29:59 hr Friday 12 April Quiz 4 By 29:59 hr Friday 3 May Quiz 5 By 29:59 hr Friday 24 May	Individual	50%	1, 2

## Late Submissions

The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 10% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.

## Assessment 1 - Project 1: Report

<b>Assessment Type</b>	Project
<b>Purpose</b>	Project initiation dossier
<b>Description</b>	This assessment deals with the commencement of the Architectural project, including agreements and fee proposals, assembling site information, understanding constraints and project feasibility. Please see Canvas for Detailed Project Brief and submission information.
<b>Weighting</b>	25%
<b>Due Date</b>	1700 hr Sunday 7 April
<b>Submission Method</b>	Online to Canvas
<b>Assessment Criteria</b>	Refer to rubric on Canvas
<b>Return Method</b>	
<b>Feedback Provided</b>	
<b>Opportunity to Reattempt</b>	Students WILL NOT be given the opportunity to reattempt this assessment.

## Assessment 2 - Project 2: Design project framework

<b>Assessment Type</b>	Project
<b>Purpose</b>	Project delivery dossier
<b>Description</b>	This assessment involves the management of the project delivery process, including consulting with others, contract and procurement types, and contract coordination. Please see Canvas for Detailed Project Brief and submission information.
<b>Weighting</b>	25%
<b>Due Date</b>	1700 hr Sunday 2 June
<b>Submission Method</b>	Online to Canvas
<b>Assessment Criteria</b>	Refer to rubric on Canvas
<b>Return Method</b>	
<b>Feedback Provided</b>	

**Opportunity to Reattempt** Students WILL NOT be given the opportunity to reattempt this assessment.

### Assessment 3 - Online Quizzes

**Assessment Type** Quiz  
**Purpose** Online quizzes  
**Description** These quizzes test your knowledge of the course's principles and core content.  
**Weighting** 50%  
**Due Date** Quiz 1 By 29:59 hr Friday 15 March  
 Quiz 2 By 29:59 hr Friday 29 March  
 Quiz 3 By 29:59 hr Friday 12 April  
 Quiz 4 By 29:59 hr Friday 3 May  
 Quiz 5 By 29:59 hr Friday 24 May

**Submission Method** Online via Canvas

**Assessment Criteria**  
**Return Method**  
**Feedback Provided**

**Opportunity to Reattempt** Students WILL NOT be given the opportunity to reattempt this assessment.

## ADDITIONAL INFORMATION

### Grading Scheme

This course is graded as follows:

Range of Marks	Grade	Description
85-100	High Distinction (HD)	Outstanding standard indicating comprehensive knowledge and understanding of the relevant materials; demonstration of an outstanding level of academic achievement; mastery of skills*; and achievement of all assessment objectives.
75-84	Distinction (D)	Excellent standard indicating a very high level of knowledge and understanding of the relevant materials; demonstration of a very high level of academic ability; sound development of skills*; and achievement of all assessment objectives.
65-74	Credit (C)	Good standard indicating a high level of knowledge and understanding of the relevant materials; demonstration of a high level of academic achievement; reasonable development of skills*; and achievement of all learning outcomes.
50-64	Pass (P)	Satisfactory standard indicating an adequate knowledge and understanding of the relevant materials; demonstration of an adequate level of academic achievement; satisfactory development of skills*; and achievement of all learning outcomes.
0-49	Fail (FF)	Failure to satisfactorily achieve learning outcomes. If all compulsory course components are not completed the mark will be zero. A fail grade may also be awarded following disciplinary action.

\*Skills are those identified for the purposes of assessment task(s).

**Communication Methods** Communication methods used in this course include:

**Course Evaluation** Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.

**Oral Interviews (Vivas)** As part of the evaluation process of any assessment item in this course an oral examination (viva) may be conducted. The purpose of the oral examination is to verify the authorship of the

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material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the [Oral Examination \(viva\) Procedure](#). In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the [Student Conduct Rule](#).

**Academic Misconduct** All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students of the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to <https://policies.newcastle.edu.au/document/view-current.php?id=35>.

**Adverse Circumstances** The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where:

1. the assessment item is a major assessment item; or
2. the assessment item is a minor assessment item and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system;
3. you are requesting a change of placement; or
4. the course has a compulsory attendance requirement.

Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at:  
<https://policies.newcastle.edu.au/document/view-current.php?id=236>

**Important Policy Information** The Help button in the Canvas Navigation menu contains helpful information for using the Learning Management System. Students should familiarise themselves with the policies and procedures at <https://www.newcastle.edu.au/current-students/respect-at-uni/policies-and-procedures> that support a safe and respectful environment at the University.

*This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified and an amended course outline will be provided in the same manner as the original.*

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