

Specimen of lesson Plan

Name of the Faculty Mr. J.P. Bindra
Discipline CIVIL ENGG.
Semester 6TH
Subject CONSTRUCTION MANAGEMENT AND ACCOUNTS
Lesson Plan Duration 15 weeks(from January, 2018 to April,2018)

Week	Lecture Day	Theory Topic (including assignment/test)
1st	1st	CONSTRUCTION MANAGEMENT:Introduction:
	2nd	Significance of construction management
	3rd	Main objectives of construction management and overview of the subject
	4th	Functions of construction management, planning, organising,
	5th	Revision
2nd	6th	Staffing, directing, controlling and coordinating, meaning of each of these with respect to construction job.
	7th	staffing, directing, controlling and coordinating, meaning of each of these with respect to construction job.
	8th	Classification of construction into light, heavy and industrial construction
	9th	Stages in construction from conception to completion
	10th	Revision
3rd	11th	The construction team: owner, engineer,
	12th	Architect and contractors, their functions and inter-relationship
	13th	Construction Planning:- Importance of construction planning
	14th	Stages of construction planning:- Pre-tender stage, Contract stage
	15th	Revision
4th	16th	Scheduling construction works by bar charts:- Definition of activity, identification of activities
	17th	Preparation of bar charts for simple construction work
	18th	Preparation of schedules for labour, materials, machinery and finances for small works
	19th	Limitations of bar charts
	20th	Revision/Assignment

5th	21st	Scheduling by network techniques, Introduction to network techniques; PERT and CPM
	22nd	Differences between PERT and CPM terminology
	23rd	Organization-Types of organizations: Line,
	24th	line and staff, functional and their characteristics
	25th	Revision
6th	26th	Site Organization:-Principle of storing and stacking materials at site
	27th	Location of equipment
	28th	Preparation of actual job layout for a buildin
	29th	Organizing labour at site
	30th	Revision
7th	31st	Construction Labour:Conditions of construction workers in India
	32nd	wages paid to workers
	33rd	Important provisions of the following Acts:-Labour Welfare Fund Act 1936 (as amended)
	34th	Labour Welfare Fund Act 1936 (as amended)
	35th	Revision
8th	36th	Payment of Wages Act 1936 (as amended)
	37th	Payment of Wages Act 1936 (as amended)
	38th	Minimum Wages Act 1948 (as amended)
	39th	Minimum Wages Act 1948 (as amended)
	40th	Revision/Assignment
9th	41st	Control of Progress:-Methods of recording progress
	42nd	Analysis of progress
	43rd	Taking corrective actions keeping head office informed
	44th	Cost time optimization for simple jobs -
	45th	Revision
10th	46th	Direct and indirect cost,
	47th	variation with time
	48th	cost optimization
	49th	Inspection and Quality Control;:-Need for inspection and quality control
	50th	Revision
11th	51st	Principles of inspection
	52nd	Stages of inspection and quality control for Earth work
	53rd	RCC
	54th	Sanitary and water supply service
	55th	Revision
12th	56th	Accidents and Safety in Construction:Accidents – causes and remedies
	57th	Safety measures for,;- Excavation work, Drilling and blasting -

	58th	Hot bituminous works - Scaffolding, ladders, form work - Demolitions
	59th	Safety campaign and safety devices
	60th	Revision
13th	61st	ACCOUNTS:-Public Work Accounts:Introduction, technical sanction, administrative approval
	62nd	Allotment of funds, reappropriation of funds bill
	63rd	Contractor ledger, measurement book running and final account bills complete, preparation of bill of quantities (BOQ),
	64th	Completion certificate & report, hand receipt,
	65th	Aquittance roll. Muster Roll labour,
14th	66th	Casual labour roll-duties and responsibility of different cadres,
	67th	Budget-stores, returns, account of stock,
	68th	Misc. P.W. advances T & P – verification, survey report, road metal material charged direct to works,
	69th	Account - expenditure & revenue head,
	70th	Revision
15th	71st	Remittance and deposit head, defination of cash,
	72nd	Precaution in custody of cash book, imprest account,
	73rd	Temporary advance, treasury challan, preparation of final bills.
	74th	Students must learn to prepare accounts register, stock register
	75th	Revision/Assignment