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MODULE DESCRIPTOR

Module Title

Professional Practice and Management (Malaysia)

Reference	ACM005A	Version	2
Created	June 2017	SCQF Level	SCQF 11
Approved	October 2002	SCQF Points	15
Amended	September 2017	ECTS Points	7.5

Aims of Module

To develop the knowledge, skill and maturity of candidates which will enable them on qualification to carry out their professional duties responsibly and effectively.

Learning Outcomes for Module

On completion of this module, students are expected to be able to:

1	Explain the operation of cost control mechanisms within the context of the architectural design and construction process.
2	Demonstrate understanding of the business issues pertaining to running an architectural practice.
3	Demonstrate understanding of the various procurement methods available, and the administrative and contractual procedures involved in administering an architectural project.
4	Demonstrate understanding of the legal, statutory, and professional requirements relating to building design and construction.
5	Demonstrate understanding of the duties and responsibilities of architects as described in the Profession's Codes and Standards.

Indicative Module Content

The module will cover the scope and type of management responsibilities in Malaysian Architectural Practice, roles and responsibilities, the legal liabilities, professional and statutory responsibilities of the architect the architect in relation to the building industry, brief formulation professional and contractual relationships, the RIBA Plan of Work, the principles of planning and building regulation legislation, building procurement options for construction projects; building contracts, cost planning and cost control, risk avoidance and risk control, architectural practice in the wider social context, Health and Safety legislation and the CDM Regulations, office management and quality assurance theories and principles, innovation in design management, building and practice management.

Module Delivery

The mode of delivery is by lecture and student centred workshops and seminars and independent reading.

Indicative Student Workload

	Full Time	Part Time
Contact Hours	24	N/A
Non-Contact Hours	126	N/A
Placement/Work-Based Learning Experience [Notional] Hours	N/A	N/A
TOTAL	150	N/A
Actual Placement hours for professional, statutory or regulatory body		

ASSESSMENT PLAN

If a major/minor model is used and box is ticked, % weightings below are indicative only.

Component 1

Type:	Coursework	Weighting:	50%	Outcomes Assessed:	1, 2, 3, 4, 5

Description: This is a single piece of coursework consisting of an essay or report on aspects of management and contracts.

Component 2

Type:	Examination	Weighting:	50%	Outcomes Assessed:	1, 2, 3, 4, 5

Description: Students have a choice of questions from each of 4 sections covering the course syllabus.

MODULE PERFORMANCE DESCRIPTOR

Explanatory Text

In order to pass the module students must achieve 40% or greater in each component.

Module Grade	Minimum Requirements to achieve Module Grade:
A	70% or better
B	60% or better
C	50% or better
D	40% or better
E	35% or better
F	Less than 35%
NS	Non-submission of work by published deadline or non-attendance for examination

Module Requirements

Prerequisites for Module	RIBA Part 1 or equivalent.
Corequisites for module	None.
Precluded Modules	None.

INDICATIVE BIBLIOGRAPHY

1	RIBA Handbook of Architectural Practice Management, 9th Ed. RIBA 2013 Pertubuhan Arkitek Malaysia (1995)Lam Pam Part III Professional Practice Exam Notes Hamza, Hussein, Building Lagislation Regulations 1, 1994 Kasi, P, EIA Procedures and Requirements
2	RIBA - Architect's Job Book (9th Edition) 2013
3	RIAS - SCA 2000, Nov 2011 rev.(Standard Condidtions of Appointment of an Architect)
4	Scottish Building Contract 2011
5	Architects Registration Board Student Handbook www.arb.org