



POLYTECHNIC OF MEĐIMURJE IN ČAKOVEC

COURSE SYLLABUS

ACADEMIC YEAR: 2020/2021

1. GENERAL COURSE INFORMATION

1.1 Course name	ORGANIZATION OF CONSTRUCTION I			
1.2 Study program/s	Undergraduate professional study Sustainable Development			
1.3 Course status (O,E)	Required	1.6 Mode of instruction (number of hours)	Lectures	30
1.4 Course code	4019		Exercises	30
1.5 Course abbreviation	OG I		Seminars	
1.6 Semester	II semester		E-learning	
1.7 ECTS	5	1.7 Place and time of instruction	Premises of Polytechnic of Međimurje in Čakovec, according to the schedule published on the website	

2. TEACHING STAFF

2.1 Course leader/s-title	Jasmina Ovčar, mag.ing.arh.i urb. senior lecturer	contact	jovcar@mev.hr
		contact	
2.2 Assistant/s- title		contact	
		contact	
2.3 Instruction held by- title		contact	

3. COURSE DESCRIPTION

3.1 Course goals	Getting acquainted with technical documentation on the site, basic legal building regulations, safety at work.
3.2 Prerequisites	There are no special conditions for enrolling in the subject, nor preconditions for taking the exam.
3.3 Course outcomes	<p>After successfully mastering the course, students will be able to:</p> <p>I1 – plan the organization of the construction site as preparation for the execution of works, in doing so determine the necessary technical documentation on the site and valorize the technical documentation on the basis of which the construction is carried out, anticipate all elements of the construction site, participants, processes of execution of previous and preparatory work / R 6</p> <p>I2 - review and assess the legal building regulation relating to the organisation of construction sites / R 4</p> <p>I3 – calculation to determine the quantities necessary for the construction of a wide excavation of the building pit, and the amount of material necessary for the execution of earthen and reinforced concrete works of the basement building (according to the template) / R 3</p> <p>I4 – independently create and analyze the gantt chart of earthen and reinforced concrete works according to the template of the fore, and histogram of workers, land and concrete/ R 4</p> <p>I5- Plan and organize and integrate and link documentation on the site; write a building book according to a pre-made gantt chart: create a calculation and price analysis / R 6</p>

3.4 Course content	Gaining knowledge about organizing construction sites as preparations for the execution of works and about participants in construction. Getting acquainted with the building regulations related to the organization of construction; keeping a building log and a building book; planning works – gantt chart and histogram; evidence of the measures; price analysis.																																																														
3.5 Types of coursework	X	Lectures	X	Exercises	Blended e-learning	X	Individual activities	Laboratory																																																							
		Seminars and workshops		Distant learning	Field classes		Multimedia and network	Mentorship																																																							
		Other																																																													
3.6 Language of instruction	Croatian/English																																																														
3.7 Monitoring students' work (enter the number of ECTS credits for each activity so that the total number of ECTS credits is equal to the total ECTS value of the course, 1 ECTS = 30 hours)	2	Class attendance		Seminars		Essay																																																									
	0,5	Class activity	1	Project		Report/paper																																																									
		Midterm exams		Practical task		Continuous knowledge check																																																									
	1	Written exam		Experimental work																																																											
	0,5	Oral exam		Research																																																											
3.8 Assessment and evaluation of students' work during classes and at the final exam	<table border="1" data-bbox="603 958 1326 1294"> <thead> <tr> <th>Activity specification</th> <th>Percent %</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">Assessment during instruction</td> </tr> <tr> <td>Attendance</td> <td>5%</td> <td>5</td> </tr> <tr> <td>Class activity</td> <td>5%</td> <td>5</td> </tr> <tr> <td>Project 1</td> <td>20%</td> <td>20</td> </tr> <tr> <td>Project 2</td> <td>20%</td> <td>20</td> </tr> <tr> <td colspan="3" style="text-align: center;"><i>Exam assessment for the students who failed to fulfill all the obligatory requirements during the semester</i></td> </tr> <tr> <td>Written exam</td> <td>20%</td> <td>20</td> </tr> <tr> <td>Oral exam</td> <td>30%</td> <td>30</td> </tr> <tr> <td>Total:</td> <td>100%</td> <td>100</td> </tr> </tbody> </table>								Activity specification	Percent %	Points	Assessment during instruction			Attendance	5%	5	Class activity	5%	5	Project 1	20%	20	Project 2	20%	20	<i>Exam assessment for the students who failed to fulfill all the obligatory requirements during the semester</i>			Written exam	20%	20	Oral exam	30%	30	Total:	100%	100																									
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3.10 Specific features related with taking the course	Through lectures and exercises, students receive enough knowledge to create 2 independent tasks (at home, with regular corrections at exercises and regular consultations). A satisfactory level of elaboration of both projects is a prerequisite for a certificate of completion of the course and for taking the written exam.	
3.11 Students obligations	Full-time students are required to attend at least 70% of the total number of hours of lectures and exercises in order to exercise the right to take the exam. Part-time students are required to attend at least 30% of the total number of hours of lectures and exercises in order to exercise the right to take the exam. If the student has not fulfilled all the obligations provided for in the course, he/she is obliged to attend lectures again and meet the requirements for taking the exam. Incomingness can be compensated by online consultations, organized webinars and added tasks set by teachers. In this case, the student has been absent with more than 50% of the lessons, and has a legitimate reason/apology, the application should be submitted to the Department Council, which then decides on the justification of student absences with the obligatory opinion of the holder of the course.	
3.12 Written assignments	1) proof of measures and filling in sheets of building book + foredge of works according to task (project 1) 2) gantt chart and histogram of material and human resources, price analysis (project 2)	
3.13 Required reading	1.	Radujković, M. i suradnici (2015). Organizacija građenja. Zagreb, Sveučilište u Zagrebu
	2.	Bandić, M.; Orešković, M. (2015). Projektni menadžment u graditeljstvu. Zagreb, Tehničko veleučilište u Zagrebu TZV
3.14 Additional reading	1.	V.Simović: Leksikon građevinarstva, Zagreb, MAS medija, 2002.
	2.	G.Bučar: Tehnologija i organizacija građenja, Sarajevo, 1986.
	3.	G.Bučar: Planiranje u građevinarstvu, Osijek, 1993.
	4.	current laws, regulations, regulations
4 ADDITIONAL COURSE INFORMATION		
4.1 Quality control	The quality of the program, teaching process, teaching skills and level of mastery of the material will be established by conducting a written evaluation based on questionnaires, and in other standardised ways and in accordance with the by-laws of the Polytechnic of Međimurje in Čakovec.	
4.2 Contact the teacher	Students can contact the teacher during the office hours and during classes, while for short questions and explanations they can contact him/her any day during working hours by coming in person or by landline. It is also possible to ask questions by e-mail, which will be answered in 48 hours at the latest. It is desirable for students to come as often as possible for any possible questions during the teacher's office hours.	
4.3 Information about the course	It is the obligation of each student to be regularly informed about the course. All notifications about the classes or possible postponement of classes will be posted on the bulletin board and on the website of the Polytechnic at least 24 hours in advance.	
4.4 Course contribution to the study program	<p>GENERIC LEARNING OUTCOMES</p> <p>I1 - Interpret information, ideas, problems and solutions to professional and general audiences</p> <p>I2 - Use new technologies and techniques as part of the lifelong learning process</p>	

	<p>I4 - Represent an ethical approach in work and according to project team associates</p> <p>I5 - Critically judge arguments, assumptions and data in order to create opinions and adherence troubleshooting</p> <p>SPECIFIC LEARNING OUTCOMES</p> <p>I6 - Solve engineering problems of sustainable development using mathematics, physics, chemistry and biology</p> <p>I8 - Interdisciplinary to solve engineering problems of sustainable development</p> <p>I9 - Plan the circular economy in accordance with the legal framework in the Republic of Croatia</p> <p>I20 - Conduct organization and construction technology activities</p> <p>I21 - Propose selection of environmentally friendly materials in sustainable construction</p> <p>I22 - Plan facilities management and maintain high-rise and civil engineering facilities</p>
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