



South Central College

# ARCH 1104 Construction Documents

## Common Course Outline

### Course Information

**Description** This course provides an overview of the documents used in Architecture, Engineering, and Construction. Discussion topics include the design process, phases of design, contract terminology and CSI (Construction Specifications Institute) Divisions. Emphasis on examining the industry standards used in all aspects of document production. An exploration of estimating for budget using principles of quantity takeoffs and computation of materials is included.

**Total Credits** 2

**Total Hours** 32

### Types of Instruction

Instruction Type	Credits/Hours
Lecture	2/32

### Institutional Core Competencies

Critical and Creative Thinking - Students will be able to demonstrate purposeful thinking with the goal of using a creative process for developing and building upon ideas and/or the goal of using a critical process for the analyzing and evaluating of ideas.

### Course Outcomes

#### 1. Demonstrate an understanding of AEC industry contract documents

##### Learning Objectives

- Identify contract types
- Discuss request for proposals
- Utilize AIA documents

#### 2. Explore Design Process and Phases of Design

##### Learning Objectives

- Analyze project conception by identifying design considerations
- Discuss due diligence, product evaluation, value analysis, and establishing project budget
- Outline the process of document production
- Differentiate between bidding and negotiations, public and private
- Examine project delivery, contracting methods, and construction services

#### 3. Demonstrate knowledge of the working drawings in residential/commercial construction

### Learning Objectives

Demonstrate ability to read architectural drawings for complete project information  
Identify the information necessary for coordination/organization of architectural working drawings  
Apply an understanding of drawing scale, symbols, and annotation  
Examine standard drafting practices as it pertains to format, organization, views, and presentation.

#### 4. Demonstrate knowledge of specifications/project manual

##### Learning Objectives

Demonstrate an understanding of the CSI Master Format  
Describe AIA Document A201-General Conditions  
Evaluate methods of specifying

#### 5. Demonstrate skills to effectively estimate for budget

##### Learning Objectives

Extract print specific information for estimating  
Follow basic procedures and apply mathematical concepts to complete quantity takeoffs  
Use computational skills with the appropriate technology

#### 6. Research, access, and apply appropriate industry informational resources

##### Learning Objectives

Demonstrates proficiency in personal computer software programs  
Illustrate the ability to seek, find, and utilize appropriate resources

### SCC Accessibility Statement

Disability Services provides accommodations and other supports to students with permanent and temporary disabilities that affect their SCC experience. Disabilities may include mental health (anxiety, depression, PTSD), ADHD, learning disabilities, chronic health conditions (migraine, fibromyalgia), sensory disabilities, and temporary disabilities (broken arm, surgery). Common accommodations are extended test time, private room for testing, audiobooks, and sign language interpreter.

Contact us: Faribault A116 (507) 332-5847. North Mankato E112 (507) 389-7222. [ds@southcentral.edu](mailto:ds@southcentral.edu)  
[www.southcentral.edu/disability](http://www.southcentral.edu/disability)

### Grading Scale

Each project, quiz, activity, and assignment will have an assigned possible number of points. Points will be awarded based on correctness of work. The total of all points earned will be divided by the maximum possible to determine a percentage. Late assignments will be accepted anytime until the semesters end **Any work handed in late (regardless of duration) will incur a 10% deduct from the grade for that instance.**

#### Grades will be based on the following percentage of points earned

A	92-100
A-	90-91.9
B+	87-89.9
B	83-86.9
B-	80-82.9
C+	77-79.9
C	73-76.9
C-	70-72.9

Note: Grades below 70% will not count towards degree completion, course must be repeated

D+	67-69.9
D	63-66.9
D-	60-62.9
F	Below 60

## Attendance Expectation

Class attendance / participation contributes significantly to academic success. Students who attend classes regularly tend to earn higher grades and have higher passing rates in courses. Excessive absences may jeopardize your grades or even your ability to continue in this course. **Class participation will be part of your grade! The following will apply in all ARCH program courses:**

- An absence is excused ONLY if the student contacts the instructor BEFORE class.
- If you are absent from class for any reason, you are responsible for all missed work and for contacting the instructor promptly.
- Unexcused absences for 3 consecutive class sessions will reduce your final grade by 10% after the first occurrence and automatic course failure after the second occurrence. Overall attendance falling below 50% will result in automatic course failure.
- Online attendance is available at the instructor's discretion. It is reserved for extenuating circumstances and is NOT a replacement for attendance.