UNIVERSITY COLLEGE
OF ESTATE MANAGEMENT

CertHE Construction and Built Environment

Programme Specification 2023-2024

Version: 1.00

Status: Final

Date: 24/04/2023

Summary Programme Details

Final Award

Award: CertHE Construction and Built Environment

Title of (final) Programme: CertHE Construction and Built Environment

Credit points: 120

Level of award (QAA FHEQ): 4

Intermediate award(s)

Intermediate award 1: N/A

Credit points:

Level of award (QAA FHEQ):

Validation

Validating institution: University College of Estate Management (UCEM)

Date of last validation: TBC

Date of next periodic review: TBC

Date of commencement of first delivery: September 2023

Duration: 18 months

Maximum period of registration: In accordance with the Academic and Programme Regulations (opens new window).

UCAS Code/ HECoS Code: N/A / 100151

Programming Code: UBSC

Other coding as required: N/A

Professional accreditation / recognition

Accrediting/recognising body: n/a

Details of the accreditation/recognition:

Date of last programme accreditation/recognition:

Date of next periodic review:

QAA benchmark statement

UK Quality Code for Higher Education (opens new window)

The Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (opens new window)

Quality Assurance Agency (QAA) Subject Benchmark Statement: Land, Construction, Real Estate and Surveying October 2019 (opens new window)

Programme Overview

Rationale

The programme provides students with a detailed understanding of the principles and practice involved in construction and built environment, up to a Level 4 standard (the first level of Bachelor's degree).

The programme provides the academic underpinning necessary to prepare students with the knowledge required to support them on their career in construction and the built environment.

The programme is designed to ensure that those that successfully meet the programme requirements have a stimulating and challenging education, which prepares them for their professional career, and produces capable individuals with the potential to progress to professional status and to advance in their careers. Students will develop a broad range of knowledge and transferable skills.

Entry Requirements

All entrants to this programme must be in suitable employment.

Students are required to be 18 years or over at the start of their programme.

Entrants to this programme normally are required to have:

- 64 UCAS Tariff points or equivalent;

And

- GCSE Grade 4 (or C) or above in English and Mathematics or accepted current or prior equivalent maths and English qualifications (open in PDF).

If an applicant does not meet the standard entry requirements, including where an applicant has achieved relevant credit through prior study but did not achieve the full award, UCEM will consider the application on an individual basis. In these cases, the application will be assessed by the Programme Leader, who will give careful consideration to any professional and life experiences as well as any academic or vocational qualifications the applicant may hold. The applicant may be asked to provide a detailed personal statement and/or a reference or letter of support from an employer or mentor to support the application.

Applications are assessed in accordance with the UCEM Code of Practice: Admissions and Recognition of Prior Learning (opens new window)

Recognition of prior learning (RPL) or recognition of prior experiential learning (RPEL) routes into the programme

UCEM policy and procedures for Recognition of Prior Experiential Learning (RPEL) and Recognition of Prior Learning (RPL) are set out in the UCEM Code of Practice: Admissions and Recognition of Prior Learning (opens new window).

Programme Progression

For details of progression arrangements, please view the Academic and Programme Regulations (opens new window).

Successful completion of the Certificate of Higher Education may enable the student to be admitted onto UCEM's BSc (Hons) programmes with advanced standing through Recognition of Prior Learning (RPL).

Award Regulations

For details of award arrangements, please view the Academic and Programme Regulations (opens new window).

Prospects for further study

There are a range of options that students may pursue after completing this programme. Students may be admitted to one of UCEM's undergraduate degrees or degree apprenticeships, subject to the entry requirements of those programmes. See the undergraduate programme section of the UCEM website (opens new window): Level 4 credit already achieved will be taken into account for entry to a latter stage of the BSc (Hons) programme, with the student then completing the remaining modules to attain the full BSc (Hons) award.

Programme Aims

Programme aims

The programme aims to provide students with a thorough understanding of the principles and practices of construction and the built environment. It provides students with a progressive development of knowledge and skills at the first level of a BSc degree award, Level 4.

The programme is designed to ensure that students have a stimulating and challenging education relevant to their level of study, which serves as a springboard into further study and/or the professional workplace. Students will also develop a broad range of skills which are transferable across other industries.

Market and internationalisation

This programme is aimed at UK students who are in employment.

Learning Outcomes

Having successfully completed the programme, the student will have met the following learning outcomes.

Level 4

A – Knowledge and understanding

Learning Outcomes		Relevant modules
A4.1.	Recognise the basic principles that underpin the theory and practice of the construction industry.	CON4COP LAW4RFW MAN4POM CON4TE1

Learning Outcomes		Relevant modules
		CON4TE2 CON4ISO
A4.2.	Outline the ethical, management, legal and regulatory frameworks and systems impacting on the construction industry.	LAW4RFW CON4TE1 CON4TE2 MAN4POM
A4.3.	Relate environment and sustainability issues to the construction industry.	LAW4RFW CON4TE1 CON4TE2 MAN4POM CON4COP
A4.4.	Explain the basic principles of property construction and workforce management.	MAN4POM CON4TE1 CON4TE2 CON4ISO CON4COP

B – Intellectual skills

Learning Outcomes		Relevant modules
B4.1.	Describe the impact of sustainability on existing and new buildings.	LAW4RFW CON4TE1 CON4TE2
B4.2.	Demonstrate the ability to communicate effectively in a range of formats.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO
B4.3.	Develop an awareness and ability to evaluate and appraise information.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO

C – Subject practical skills

Learning Outcomes		Relevant modules
C4.1.	Recognise the uses of technology in the built environment.	CON4COP CON4ISO
C4.2.	Demonstrate an awareness of the context in which the construction industry operates	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2

	CON4ISO
C4.3. Use the main methods of enquiry to evaluate the appropriateness of different approaches to solving a range of tasks arising in professional practice.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO

D - Key / Transferable skills

Learning Outcomes	Relevant modules
D4.1. Record the development and planning of individual learning.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO
D4.2. Demonstrate the development of written, numeric and communication skills.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO
D4.3. Demonstrate various methods of communicating information.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO
D4.4. Identify and solve problems within guided scenarios.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO
D4.5. Develop a knowledge and understanding of the principles of sustainability.	CON4COP LAW4RFW MAN4POM CON4TE1 CON4TE2 CON4ISO

Programme Structure

Module List

Code	Module	Level	Credits	Core/ Elective
CON4COP	Introduction to Construction Practice	4	20	Core
CON4TE1	Construction Technology 1	4	20	Core
CON4TE2	Construction Technology 2	4	20	Core
LAW4RFW	Introduction to Regulatory Frameworks	4	20	Core
MAN4POM	People and Organisational Management	4	20	Core
CON4ISO	Introduction to Site Operations	4	20	Core

Notes

Credits are part of the Credit Accumulation and Transfer System (CATS). Two UK credits are equivalent to one European Credit Transfer System (ECTS) credit.

Delivery Structure for part-time study route

Autumn (UK) Entry

Year 1, Semester 1

Module Code	Module Name	Level
MAN4POM	People and Organisational Management	4
LAW4RFW	Introduction to Regulatory Frameworks	4

Year 1, Semester 2

Module Code	Module Name	Level
CON4TE1	Construction Technology 1	4
CON4COP	Introduction to Construction Practice	4

Year 2, Semester 1

Module Code	Module Name	Level
CON4ISO	Introduction to Site Operations	4
CON4TE2	Construction Technology 2	4

Spring (UK) Entry

Year 1, Semester 1

Module Code	Module Name	Level
CON4COP	Introduction to Construction Practice	4
CON4TE1	Construction Technology 1	4

Year 1, Semester 2

Module Code	Module Name	Level
MAN4POM	People and Organisational Management	4
LAW4RFW	Introduction to Regulatory Frameworks	4

Year 2, Semester 1

Module Code	Module Name	Level
CON4ISO	Introduction to Site Operations	4
CON4TE2	Construction Technology 2	4

Notes

Credits are part of the Credit Accumulation and Transfer System (CATS). Two UK credits are equivalent to one European Credit Transfer System (ECTS) credit.

Module Summaries

Core Modules

CON4COP Introduction to Construction Practice

This module considers the role of the Construction Supervisor in the construction and management of building projects. It explains management, resourcing and supervision of construction processes and considers the implications of time, cost, quality and sustainability within a construction project. The module seeks to give an understanding of building costs and budgets, financial controls required and monitoring of financial project progress against planned schedules.

CON4TE1 Construction Technology 1

This module provides an introduction to building, environment and technology based on simple construction, establishing a foundation of knowledge and understanding to be developed in later modules. It develops students' communication skills, enabling them to describe simple construction in a professional manner.

Simple building examples are included, such as traditional masonry construction and roof construction typical in buildings of up to three storeys. Perspectives such as sustainability are considered.

CON4TE2 Construction Technology 2

This module provides an introduction to the building and environmental technology of framed construction. Topics covered include: the principles of framed structures; design and its communication; material and component selection; construction techniques; simple environmental services; as well as more complex related issues of sustainability; legislation and fire safety. Key generic skills such as producing and understanding simple drawn information and professional report writing are introduced. Examples of framed buildings are included, such as steel, reinforced concrete and timber construction applicable to buildings with different types of usage such as commercial, industrial and residential. Perspectives such as sustainability are also considered.

LAW4RFW Introduction to Regulatory Frameworks

This module provides an introduction to the fundamental legislative and regulatory frameworks under the law in England and Wales, as it affects built environment professionals. It focuses on regulatory frameworks relating to building regulations and planning controls, inclusivity, sustainability, health and safety, hazardous materials and the role of relevant professional, statutory and regulatory bodies.

MAN4POM People and Organisational Management

This module explores the question of “what is management?” and seeks to distinguish it from leadership. It explains the role and function of management within organisations in the construction and the built environment. It also considers the role of change as a central theme as organisations seek to come to terms with issues that are constantly impacting, both positively and negatively, on the people, management and the structures of organisations.

CON4ISO Introduction to Site Operations

This module aims to develop an understanding of the practical skills associated with, managing, planning, and controlling the production of building projects. It will allow the student to develop the theories of management and knowledge studied in previous modules, with the practical aspects of site management. Students will be encouraged to identify key areas of practice within their own working environment and to assess and evaluate processes. The students will then apply knowledge and understanding gained on the module to improve production efficiency and sustainability applied to a work-based project.

Learning, Teaching and Assessment

Learning & Teaching

Knowledge and understanding

The teaching, learning and assessment strategy for the programme is guided by the UCEM-wide Learning, Teaching and Assessment Strategy (LTAS 2020-2025). This ensures all programmes promote a logical learning journey for students. The approach adopted is student-centred learning design, that supports the educational needs of our diverse student community. Learning has been designed with flexibility in mind to support students to adopt their own learning experience best suited to their needs.

Students are taught through online learning resources available to them, including customised text material, study papers, learning activities and interactive media. These are complemented by a variety of Tutor-facilitated sessions and interactions, using a range of media for enhancement of the learning experience.

Students are encouraged to research beyond the material provided and undertake self-directed learning throughout their programme.

Intellectual skills

Learning and teaching methods are applied to enable the development of cognitive skills. These skills are aligned to those used by Construction Side Supervisors, but also meet the needs of working in other industries. These skills are developed through interaction with multi-media learning resources, self-directed learning and via participation in student-centred learning activities. The approach to assessment is tutor-guided and formative feedback on these skills is given appropriate emphasis.

Subject practical skills

Examples of subjects specific to construction and the built environment include the management of the construction project in the Introduction to Site Operations module where skills are developed in managing, planning and controlling the production of building; this includes the management of health and safety. With the module relating to construction site operations within the global arena, students are encouraged to relate the topics to their own working environment.

Key/Transferable skills

The Induction module sets out the importance of transferable skills. These skills are developed through the programme, utilising study and assessment. This can be via virtual learning environment (VLE) discussion, tuition discussion, problem-solving exercises, which are conducted individually or in groups, and coursework, which provides the ideal combination to internalise these aspects though different learning methods.

Assessment

The assessment strategy for the programme is guided by the UCEM-wide Learning, Teaching and Assessment Strategy (LTAS 2020-2025). The aim of UCEM's assessments is to allow students an opportunity to demonstrate what they have learned using a range of formats and which encourage critical self-reflection linked to personal development. To support this, assessments are clearly related to module learning outcomes and the activities within the module support students in achieving these.

UCEM's practice is to require assessments to be vocationally and professionally relevant. Assessments are built that have direct application to industry standards, and that enable students to learn through real world scenarios and working practice. This involves the generation of tasks based on problems, scenarios or case studies from recent real-world situations that reflect and/or replicate the vocational requirements of the industry and the international nature of the subject matter. All elements of assessments are discipline-specific for each programme as well as supporting the acquisition and promotion of transferable skills, including research skills development.

Formative assessment and feedback opportunities are provided throughout the programme in a variety of formats to motivate guide and develop students through their learning. Students are required to complete various pieces of coursework in the modules which are assessed within set time frames. Detailed feedback is provided on tutor-assessed work, which explains how the mark was derived, what was done well and what could be improved for future assessments. Objective testing is also utilised in formative (including self-assessment) and summative assessment.

All assessment contributing to progression or award is subject to moderation policies. Moderation at UCEM is designed to reflect the quality of the student submission and the benchmark standards for the various levels of undergraduate study. Moderation of marking accords with QAA recommended best practice to ensure that marking criteria have been fairly, accurately, and consistently applied during first marking.

Assessment Diet

The types of assessments used on this programme will include coursework (such as essays, reports, portfolios, reflections, problem or short questions or video presentations), computer-based assessments, and computer marked assessments (CMAs). The exact combinations of assessment will vary from module to module; however, a basic overview can be found below.

In general, there will be 2 assessments per module. The first assessment is usually either coursework or a CMA. The second assessment is usually coursework. Some modules may have up to a maximum of 4 assessments.

Study Support

Induction module

All students are expected to complete non-credit bearing induction activities before the programme commences.

The purpose of the academic induction is to begin to prepare the student for studying with UCEM. There are a variety of resources which will help the student to get started. These include tutorials regarding how to use the VLE, the UCEM e-Library and information regarding how to join a webinar. All of this information is key to having a successful start to supported online learning with UCEM.

Resources are available to support students with referencing and how to develop good academic practice to avoid academic misconduct. A range of study skills support materials are available to apprentices.

Student learning support

The programme is taught via UCEM's Virtual Learning Environment (VLE), and academic facilitation and support is provided online giving students access to UCEM Tutors and other students.

The Education team will guide and support students' learning. Furthermore, all students who do not engage with initial assessment or the VLE will receive additional support from the Programme Team. Other UCEM administrative teams provide support for assessments and technical issues including ICT. UCEM's 'Student Central' portal provides the main point of contact for students for these teams throughout the duration of their programme

Each student, wherever their location, will have access to a wealth of library and online materials to support their studies.

The Academic Support and Enhancement (ASET) Team works with departments to promote student retention, achievement and success. This work is achieved through a multi-faceted approach, which consists of:

- delivering support tutorials to students identified as academically at risk to develop the academic skills needed for success;

- developing ‘self-serve’ support resources to enable students to develop their academic skills;
- delivering teaching webinars and drop-in sessions on academic skills;
- working with the Education team and other support teams to identify ways in which student success can be further facilitated.

Relevant research is also carried out to inform proactive interventions, and to develop policy and practice.

Additional Needs support is provided via a dedicated Disability and Wellbeing team at UCEM.

English language support

For those students whose first language is not English, or those students who wish to develop their English language skills, additional support is provided through online resources on the VLE in the resource ‘Developing Academic Writing’.

The resource includes topics such as sentence structure, writing essays and guidance for writing aimed at developing students study skills.

Personal and professional development

Students are undertaking vocational programmes that are intrinsically linked to the accrediting professional bodies. Students are encouraged and supported to understand the need for the recognition of these bodies and guided as to how to meet the professional membership requirements.

More generally, UCEM has a dedicated Careers Advisor to ensure students have appropriate access to careers education, information, advice and guidance.

Programme Specific support

Each programme has a Programme Leader, as well as Module Leaders, Module Tutors and Academic Support Tutors to support the students throughout their time with the Programme.

The UCEM staff are accessible during normal UK working hours, during which they also monitor the 24/7 forums asynchronously and provide encouragement, assistance and necessary tutor and student feedback services.

Access to the UCEM e-Library is on a 24/7 basis and UCEM has a full-time librarian during normal UK working hours.