



# BLCN13038 *Cost Planning and Control*

## Term 3 - 2019

Profile information current as at 02/05/2024 11:32 am

All details in this unit profile for BLCN13038 have been officially approved by CQU University and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

## General Information

### Overview

This unit provides an understanding of cost planning and cost control procedures in the building and construction industry including: Cost effectiveness and cost control of construction projects; Cost management, cost monitoring, control systems, cost reporting and forecasting, variation control, cash flow co-ordination, work packaging, scoping, projections, and budgets throughout the design and construction phases of a project; Principles of construction cost control systems; budget maintenance; analysis of performance; cost reports; contract cost administration; Cost Planning: Objectives and parameters, Data gathering, data analysis, analysis of design, project implementation plans, procurement plans, financial analysis, scope audits. It will also provide you with an introduction to the project value management process and the establishment of client cost targets, time targets, risk allocation, cost breakdowns, end cost, and project alternatives for construction projects.

### Details

Career Level: *Undergraduate*

Unit Level: *Level 3*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

### Pre-requisites or Co-requisites

There are no requisites for this unit.

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

### Offerings For Term 3 - 2019

- Online

### Attendance Requirements

All on-campus students are expected to attend scheduled classes - in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

### Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

## Class and Assessment Overview

### Recommended Student Time Commitment

Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

### Class Timetable

#### [Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

#### [Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

### Assessment Overview

#### 1. **Written Assessment**

Weighting: 30%

#### 2. **Written Assessment**

Weighting: 30%

#### 3. **Written Assessment**

Weighting: 30%

#### 4. **Written Assessment**

Weighting: 10%

### Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

## CQUniversity Policies

**All University policies are available on the [CQUniversity Policy site](#).**

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

## Previous Student Feedback

### Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

#### Feedback from Student Feedback

##### Feedback

The assessment items were clearly laid out in a logical order and students especially liked having a marking rubric for each assignment.

##### Recommendation

The general layout of the assessment items and marking rubric will be continued.

## Unit Learning Outcomes

### On successful completion of this unit, you will be able to:

1. understand how site, market, design and construction choices impact on the project cost
2. apply cost planning and control techniques to all phases of the project procurement
3. understand project cashflow and ways to correct variances
4. understand trends in cost data analyses
5. demonstrate communication skills

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Written Assessment - 30%	•		•		•
2 - Written Assessment - 30%	•	•	•	•	•
3 - Written Assessment - 30%	•	•	•	•	•
4 - Written Assessment - 10%	•	•	•	•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
1 - Communication	•	•	•	•	•
2 - Problem Solving	•	•	•	•	•

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
3 - Critical Thinking	•	•	•	•	•
4 - Information Literacy	•	•	•	•	•
5 - Team Work					
6 - Information Technology Competence	•	•	•	•	•
7 - Cross Cultural Competence					
8 - Ethical practice					
9 - Social Innovation					
10 - Aboriginal and Torres Strait Islander Cultures					

### Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Written Assessment - 30%		•	•	•		•				
2 - Written Assessment - 30%		•	•	•		•		•		
3 - Written Assessment - 30%	•	•	•	•		•		•		
4 - Written Assessment - 10%	•	•	•	•		•		•		

## Textbooks and Resources

### Textbooks

BLCN13038

#### Prescribed

#### Ferry and Brandon's Cost Planning of Buildings

Edition: 9th edn (2014)

Authors: Kirkham , Richard

Wiley-Blackwell

London , United Kingdom

ISBN: 9781119968627

Binding: Hardcover

[View textbooks at the CQUniversity Bookshop](#)

### IT Resources

#### You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Head phones or integrated headset
- Microphone
- MS Office or similar
- Webcam

## Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Stephanie Flowers** Unit Coordinator

[s.flowers@cqu.edu.au](mailto:s.flowers@cqu.edu.au)

## Schedule

### Week 1 - 11 Nov 2019

#### Module/Topic

#### Chapter

#### Events and Submissions/Topic

The design and development process

### Week 2 - 18 Nov 2019

#### Module/Topic

#### Chapter

#### Events and Submissions/Topic

Project cost control

### Week 3 - 25 Nov 2019

#### Module/Topic

#### Chapter

#### Events and Submissions/Topic

Cost implications of design variables

### Week 4 - 02 Dec 2019

#### Module/Topic

#### Chapter

#### Events and Submissions/Topic

Cost implications of construction methods

**Assessment item 1** Due: Week 4  
Friday (6 Dec 2019) 11:45 pm AEST

**Vacation Week - 09 Dec 2019**

Module/Topic	Chapter	Events and Submissions/Topic
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**Week 5 - 16 Dec 2019**

Module/Topic	Chapter	Events and Submissions/Topic
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Influence of site, market conditions and prefabrication on cost

**Week 6 - 23 Dec 2019**

Module/Topic	Chapter	Events and Submissions/Topic
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Cost elemental analysis

**Week 7 - 06 Jan 2020**

Module/Topic	Chapter	Events and Submissions/Topic
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Cost planning the brief

**Week 8 - 13 Jan 2020**

Module/Topic	Chapter	Events and Submissions/Topic
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Cost planning at the design documentation stage

**Week 9 - 20 Jan 2020**

Module/Topic	Chapter	Events and Submissions/Topic
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Cost data

**Assessment item 2** Due: Week 9 Monday (20 Jan 2020) 11:45 pm AEST

**Week 10 - 27 Jan 2020**

Module/Topic	Chapter	Events and Submissions/Topic
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Cost indices

**Week 11 - 03 Feb 2020**

Module/Topic	Chapter	Events and Submissions/Topic
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Cost modelling

**Week 12 - 10 Feb 2020**

Module/Topic	Chapter	Events and Submissions/Topic
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Cost modelling

**Assessment item 3** Due: Week 12 Monday (10 Feb 2020) 11:45 pm AEST

**Exam Week - 17 Feb 2020**

Module/Topic	Chapter	Events and Submissions/Topic
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**Assessment item 4** Due: Exam Week Friday (21 Feb 2020) 11:45 pm AEST

## Assessment Tasks

### 1 Assessment item 1

**Assessment Type**

Written Assessment

**Task Description**

Questions cover Risk Management, Procurement and Costing. The full assessment details are available on the Moodle website.

**Assessment Due Date**

Week 4 Friday (6 Dec 2019) 11:45 pm AEST

**Return Date to Students**

Week 5 Friday (20 Dec 2019)

**Weighting**

30%

**Minimum mark or grade**

Must achieve 35% minimum in all assessments and overall unit result of 50% to pass.

**Assessment Criteria**

The assessment will be assessed on the following criteria:

- Adequate coverage of topics discussed.
- Use of supporting information where appropriate and associated references.
- Original thought.
- Overall presentation and the ability to communicate clearly and succinctly.
- Where appropriate the use of graphs, illustrations and other diagrams that visually support the context of your submission.
- Demonstration of the core knowledge associated with this unit and appropriate application of this knowledge.

**Referencing Style**

- [Harvard \(author-date\)](#)

**Submission**

Online

**Submission Instructions**

Submission through Moodle only

**Learning Outcomes Assessed**

- understand how site, market, design and construction choices impact on the project cost
- understand project cashflow and ways to correct variances
- demonstrate communication skills

**Graduate Attributes**

- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

## 2 Assessment item 2

**Assessment Type**

Written Assessment

**Task Description**

You will be assessed on your understanding of critical factors and processes in Cost Planning and Control as it relates to design choices including site factors. The full assessment details are available on the Moodle website.

**Assessment Due Date**

Week 9 Monday (20 Jan 2020) 11:45 pm AEST

**Return Date to Students**

Week 11 Monday (3 Feb 2020)

**Weighting**

30%

**Minimum mark or grade**

Must achieve 35% minimum in all assessments and overall unit result of 50% to pass.

**Assessment Criteria**

The assessment will be assessed on the following criteria:

- Adequate coverage of topics discussed.
- Use of supporting information where appropriate and associated references.
- Original thought.
- Overall presentation and the ability to communicate clearly and succinctly.

- Where appropriate the use of graphs, illustrations and other diagrams that visually support the context of your submission.
- Demonstration of the core knowledge associated with this unit and appropriate application of this knowledge.

### Referencing Style

- [Harvard \(author-date\)](#)

### Submission

Online

### Submission Instructions

Submission through Moodle only

### Learning Outcomes Assessed

- understand how site, market, design and construction choices impact on the project cost
- apply cost planning and control techniques to all phases of the project procurement
- understand project cashflow and ways to correct variances
- understand trends in cost data analyses
- demonstrate communication skills

### Graduate Attributes

- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

## 3 Assessment item 3

### Assessment Type

Written Assessment

### Task Description

This assessment item requires you to demonstrate a sound understanding of applied Cost Planning and Control principles. The full assessment details are available on the Moodle website.

### Assessment Due Date

Week 12 Monday (10 Feb 2020) 11:45 pm AEST

### Return Date to Students

within 2 weeks of submission

### Weighting

30%

### Minimum mark or grade

Must achieve 35% minimum in all assessments and overall unit result of 50% to pass.

### Assessment Criteria

The assessment will be assessed on the following criteria:

- Adequate coverage of topics discussed.
- Use of supporting information where appropriate and associated references.
- Original thought.
- Overall presentation and the ability to communicate clearly and succinctly.
- Where appropriate the use of graphs, illustrations and other diagrams that visually support the context of your submission.
- Demonstration of the core knowledge associated with this unit and appropriate application of this knowledge.

### Referencing Style

- [Harvard \(author-date\)](#)

### Submission

Online



**Submission Instructions**

Submit through Moodle only.

**Learning Outcomes Assessed**

- understand how site, market, design and construction choices impact on the project cost
- apply cost planning and control techniques to all phases of the project procurement
- understand project cashflow and ways to correct variances
- understand trends in cost data analyses
- demonstrate communication skills

**Graduate Attributes**

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

## 4 Assessment item 4

**Assessment Type**

Written Assessment

**Task Description**

The full assessment details are available on the Moodle website.

This assessment relates to all learning outcomes.

This assessment will take the form of an online quiz in Moodle and will have 20 questions.

The quiz will be available from the beginning of Week 8 and closes Friday of Exam Week.

**Assessment Due Date**

Exam Week Friday (21 Feb 2020) 11:45 pm AEST

**Return Date to Students**

Results will be available after the Quiz has closed

**Weighting**

10%

**Minimum mark or grade**

Must achieve 35% minimum in all assessments and overall unit result of 50% to pass.

**Assessment Criteria**

The assessment will be assessed on the following criteria:

- Selecting the correct answers from various options available.
- Comprehension of all topics and resource materials covered in this unit.

**Referencing Style**

- [Harvard \(author-date\)](#)

**Submission**

Online

**Submission Instructions**

Submit through Moodle only

**Learning Outcomes Assessed**

- understand how site, market, design and construction choices impact on the project cost
- apply cost planning and control techniques to all phases of the project procurement
- understand project cashflow and ways to correct variances
- understand trends in cost data analyses
- demonstrate communication skills

**Graduate Attributes**

- Communication

- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

## Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

### **What is a breach of academic integrity?**

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

### **Why is academic integrity important?**

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

### **Where can I get assistance?**

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

### **What can you do to act with integrity?**



**Be Honest**

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own



**Seek Help**

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)



**Produce Original Work**

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem