

Govt. Polytechnic Dhangar (Fatehabad)		
LESSON PLAN		
Name of the Faculty :	Mr. Shailender Yadav	
Discipline	Civil Engg.	
Semester	6th	
Subject	CONSTRUCTION MANAGEMENT AND ACCOUNTS	
Lecture per week	4	
Week	Theory	
	Lecture Day	Topic (including assignment / test)
<b>Unit-1-Introduction:</b>		
1st	1st	Introduction to construction management
	2nd	Significance of construction management, Main objectives of construction management and overview of the subject
	3rd	Functions of construction management, planning, organising, staffing, directing, controlling and coordinating
	4th	Classification of construction into light, heavy and industrial construction
2nd	5th	The construction team: owner, engineer, architect and contractors, their function and inter relationship
	<b>Unit-2 - Construction Planning</b>	
	6th	Importance of construction planning
	7th	Stages of construction planning- Pre-tender stage, contract stage
3rd	8th	Scheduling construction works by bar charts- definition of activity, identification of activities
	9th	Preparation of schedules for labour, materials, machinery and finances of small work, Limitation of bar chart
	10th	Scheduling by network techniques-Introduction to network techniques, PERT and CPM
	11th	Differences between PERT and CPM
<b>Unit-3-Organization</b>		
4th	12th	Organization: Types of organizations
	13th	Types of organizations
	14th	Line, line and staff, functional, characteristics of organization
	15th	sessional test
<b>Unit-4-Site Organization:</b>		
5th	16th	Principle of storing and stacking materials at site
	17th	Location of equipment
	18th	Preparation of actual job layout for a building
	<b>Unit-5-Construction Labour</b>	
6th	19th	Conditions of construction workers in India, wages paid to workers
	20th	Important provisions of the following Acts;-Labour welfare Fund Act 1936 ( as amended )
	21st	Payment of Wages Act 1936 (as amended)
6th	22nd	Minimum Wages Act 1948 (as amended)
	23rd	Revision
	<b>Unit-6- Control of Progress</b>	
24th	Methods of recording progress	

7th	25th	Analysis of progress
	26th	Taking corrective actions keeping head office informed
	27th	Sessional week
	28th	Cost time optimization for simple jobs - Direct cost
8th	29th	Cost time optimization for simple jobs - Direct cost
	30th	indirect cost, variation with time, cost optimization
	31st	cost optimization with time, cost optimization
	<b>Unit-7-Inspection and Quality Control</b>	
	32th	Need for inspection and quality control
9th	33rd	Stages of inspection and quality control for- Earth work
	34th	Stages of inspection and quality control for-masonry work
	35th	Sessional week
	<b>Unit-8-Accidents and Safety in Construction:</b>	
	36th	Accidents – causes and remedies
10th	37th	Safety measures for-Excavation work
	38th	Safety measures for-Drilling and Blasting
	39th	Safety measures for-Hot bitumenous work
	40th	Safety measures for-Scaffolding, ladders, form work
11th	41st	Safety campaign and safety devices
	42nd	Assignments given based on samples question papers
	43rd	Safety Measures
	44th	Introduction, technical sanction
<b>Unit-9-Public Work Account</b>		
12th	45th	Administrative approval, allotment of funds, re-appropriation of fund bill,contactir ledger
	46th	Measurement book running and final account bills complete,
	47th	preparation of bill of quantities (BOQ),
	48th	Completion certificate& report,
13th	49th	Hand receipt, acquittance roll , muster roll labour
	50th	Casual labour roll-duties and responsibilityof different cadres
	51th	Budget-stores, returns account of stock, misc,P.W advances T & P- verification
	52nd	Account expenditure & revenue head, remittance and deposit head, defintion of cash
14th	53rd	precaution in custody of cash book, imprest account, temporary advance
	54th	Treasury challan, prepration of final bills , account register, stock register
	55th	Assignments given based on samples question papers
	56th	Revision of whole syllabus
15th	57th	Sessional week
	58th	Sessional week
	59th	Revision of whole syllabus
	60th	Revision of whole syllabus