

California Polytechnic State University, San Luis Obispo
College of Architecture & Environmental Design
Construction Management Department

CM 422: Professional Preparation [Const. Lic. Prep.]

Instructor:	Daniel J. Knight
Office Location:	186-A204
Phone Number:	Office (805) 756-1373 Twitter: @DKConstAndPlumb Cell: 805-235-8775 Text Preferred (If you text or call on this number before 8am or after 5pm you will be docked 5 points per message from your final grade.)
Email:	DKnigh01@calpoly.edu
Office Hours:	Monday 10 – 11 AM; 4-6p, Wednesday 10 – 11AM; 4-5p
Class Days/Time:	M, W 7:10 AM – 9:00 AM
Classroom:	Construction Innovations Center: 186 – B204
Prerequisite:	N/A

Course Description

Professional practice related to the construction management industry. Goals and objectives achieved through analysis, study, and preparation for a particular professional practice.

This course will focus on how to successfully obtain licensure as a California General Contractor.

READING MATERIAL

Required:

Peerless Study Guide: California Contractors Law:

<http://www.peerlessinstitute.com/product/peerless-study-guide-california-contractors-license-law-business/>

Peerless Study Guide: General Building (B):

<http://www.peerlessinstitute.com/product/peerless-study-guide-general-building-b/>

Recommended:

None

ADDITIONAL MATERIALS [Not Required]

Calculator, flash drive, engineering paper, laptop computer, set of colored pencils or highlight markers, engineering scale.

COURSE LEARNING OBJECTIVES (CLO's)

1. Understand how to apply and be approved for examination for the general building classification contractor's license.
2. Be prepared to take the Californian Contractors License examination in Law and Business.
3. Be prepared to take the Californian Contractors License examination in the General Building Contractor Classification.

CLASSROOM PROTOCOL

- Arrive on time
- Complete the assigned readings and review before class
- You may use your laptops for notes. Do Not Abuse This
- Don't engage in the following during discussions or lectures -
 - conduct private conversations with fellow students
 - read newspapers, books, or do homework for another class

LATE/MISSED WORK and MAKE-UP POLICY

There will be no make-up for missed work

ASSIGNMENTS & GRADING COMPONENTS

Percentage	Description
20	Homework Problems
40	Mid Term
40	Final
100	Total

GRADING SCALE

Letter Grade	Percentage	Performance
A	93-100%	Excellent Work
A-	90-92%	Nearly Excellent Work
B+	87-89%	Very Good Work
B	83-86%	Good Work
B-	80-82%	Mostly Good Work
C+	77-79%	Above Average Work
C	73-76%	Average Work
C-	70-72%	Mostly Average Work
D+	67-69%	Below Average Work
D	60-66%	Poor Work
F	0-59%	Failing Work

COURSE POLICIES

Laptop Policy

The CM department has a requirement that all students have a notebook computer. Most Construction Management classes emphasize cooperative projects/assignments, and a notebook computer provides the required mobility to facilitate collaboration. In today's construction environment, computing is an integral component with the computer being the standard tool. A notebook computer is the key to having computing capability available at all times and all locations. Financial aid may be available to cover the cost of the computer laptop. Go to the Cal Poly Financial Aid Office website <http://financialaid.calpoly.edu/> for more information. For more detailed information about laptop specifications see the CM website: <http://www.construction.calpoly.edu/content/prospective/laptop-requirements>)

Academic Dishonesty Policy

Students are responsible for knowing the University policy regarding academic honesty. See this link on [Academic Honesty Policy](#) provided on the university website.

(<http://www.academicprograms.calpoly.edu/content/academicpolicies/Cheating>)

Attendance Policy:

Students are responsible for knowing the University policy regarding class attendance. See this link on [Class Attendance Policy](#) provided on the university website.

(<http://www.academicprograms.calpoly.edu/content/academicpolicies/class-attendance>)

Add/Drop Policy:

Students are responsible for knowing the University policies, procedures, and schedule for dropping or adding classes. See this link on [Add/Drop Policy](#) provided on the university website.

(<http://www.academicprograms.calpoly.edu/content/academicpolicies/add-drop>)

Students with Disabilities:

Persons who wish to request disability-related accommodations should contact the Disability Resource Center in Building 124, Room 119. Phone: (805) 756-1395 or (805) 756-6266 (TTY). Office hours are Monday-Friday from 8:00 AM – 4:30 PM. Some accommodations may take up to several weeks to arrange. [DRC Web Site](#). If you are a student with a disability, please consider discussing your needs and possible accommodations with me as soon as possible. . (<http://www.drc.calpoly.edu/>)

Other Policies

Homework will reflect information discussed in class; both the assignment and results will be reviewed in class. An understanding the material will be required to successfully complete the exams.

There will be one mid-term and one final exam at the end of the quarter. There will be no make-ups for exams unless prior arrangements have been made and the exam is taken before it is given to the class. The exams will be closed book; you're allowed one sheet of notes.

It is anticipated that several emails will be sent informing you of important class activities throughout the quarter. Do not rely upon your cell phone to receive these emails through a linked account; these emails frequently are delivered to your cell phone's "junk" folder.

Course Schedule

The tentative schedule is shown below; this schedule is subject to change.

Week	Day	Subject and Coverage	Assignments
1: 9/24 & 9/26	M	• Introduction and Law Pre-Test	
	W	• Lecture on CSLB Forms and Rules	Read Section 1&2
2: 10/1 & 10/3	M	• Lecture on Booking, Management, Retention, etc..	Read Section 3&4
	W	• Contracts and Pre-Con, etc...	Read Section 5&6
3: 10/8 & 10/10	M	• Safety, First Aid, Labor Laws, Compensation, Etc...	Read Section 7&8
	W	• Legal Considerations, Mechanics Lien, ADA ETC..	Read Section 9
4: 10/15 & 10/17	M	Test circumstances Practice Exam	
	W	In Class Law Section Final Examination	Section 1&2
5: 10/22 & 10/24	M	• Trade Section	Section 3&4
	W	• Trade Section	Section 5&6
6: 10/29 & 10/31	M	• Trade Section	Section 7&8
	W	• Trade Section	Section 9&10
7: 11/5 & 11/7	M	• Trade Section	Section 11&12
	W	• Trade Section	Section 12&14
8: 11/12 & 11/14	M	• Trade Section [Veterans Day NO CLASS]	
	W	• Trade Section	
9: 11/19 & 11/21	M	<i>Thanksgiving Break</i>	
	W	<i>Thanksgiving Break</i>	
10: 11/26 & 11/28	M	• Trade Section	Online Quiz
	W	• Trade Section	None
11: 12/3 & 12/5	M	Test Circumstances Practice Exam	<i>In Class Final Exam</i>
	W	In Class Final Examination	