



योजना तथा वास्तुकला विद्यालय, विजयवाड़ा

School of Planning and Architecture, Vijayawada

An Institute of National Importance, Ministry of Education Gov. of India

Department of Architecture

Course: MBEM214 - Project Administration and Organizational Behaviour	Class: 2 nd Yr MBEM – III Sem. AY 2026-27
Instructor: Dr. Uma Sankar Basina	Internal Assessment: 50
Contact Periods/Wk: 03 periods	External Assessment: 50
Timetable: Wednesday (1,2,3 periods)	Total Marks: 100
Attendance: Min 75%	Credits: 03
Min. Passing Marks: 50% each in Internal & External Assessment, 50% in Aggregate	

Objective:

The intent of the course is to give an insight into the concepts of Quality Management System and develop applications relevant to planning, design, construction and management of buildings projects. It also aims to develop competence to manage human resource and enhance its potential in the interest of individual of the organisation. The course should help in developing the necessary skills and sensitivity towards working in teams and organizations.

LECTURE PLAN

Sl.No.	Week	Topic of Class Lecture & Discussion	Class activities & Assignments
01	Week 1	Introduction to Construction Administration, the impact of Control of Quality in Construction	Lecture
02	Week 2	Organizational Structure, Design Build Contracts, Responsibility for Coordination of the trades, Role of owner, Contractor, Engineer and Construction Manager	Lecture
03	Week 3	Introduction to authority in Construction projects, Lines of Authority in Construction administration on Construction Projects	Lecture
04	Week 4	Roles & Responsibility in Construction projects, Familiarization with construction documents, Staffing responsibilities, Limitations of their duties/ functions.	Lecture
05	Week 5	To introduce and discuss about different reasons for the risks, Certainty, Risk, and Uncertainty, Risk Management.	Lecture
06	Week 6	Field Visit/Study Tour*	
07	Week 7	Field Visit/Study Tour*	
08	Week 8	Identification and Nature of Construction Risks, Contractual allocation of Risk	Lecture
09	Week 9	Types of Risks, minimizing risks, mitigating losses, use of expected values, utility in investment decisions, decision trees, sensitivity analysis & their applications.	Lecture
10	Week10	Mid-term Assessment	Written
11	Week11	To discuss about Management and organizational Behaviour. Definition models for organizational Behaviour, Tiers of management, management functions, skills needed by good managers	Lecture
12	Week12	Definition of personality, motivation, communication, how to use traits to predict behaviour in the work place.	Lecture
13	Week13	The role of emotion in the workplace, definition of organizational culture. Individual and organizational approaches to coping with stress	Lecture
14	Week14	Internal Assessment - 1	Presentation
15	Week15	Effect of Leadership on Organizational Behaviour. The role of leaders, types of positional and personal power, influence tactics.	Lecture
16	Week16	Types of leaders, including task-oriented, people-oriented. They also understand the lines of authority in construction projects.	Lecture
17	Week17	The idea of different risks associated with construction industry and remedial measures. And to properly understand the IS specifications and drawings in construction projects.	Lecture
		Internal Assessment - 2	Presentation

Tentative break-up of internal assessment marks.

S. No.	Category of Evaluation	Marks
01	Internal Assessment 1	15
02	Internal Assessment 2	15
03	Mid-term Assessment	20

Reference Books:

1. Fisk, E.R. (2000) "Construction Project Administration," Prentice Hall International, London.
2. Kwakye, A.A. (1997), "Construction Project Administration", Addison Wesley Longman, London.
3. Stephen P. Robbins, Timothy A. Judge (2012), Organizational Behaviour, 15th Edition, Prentice Hall
4. Schermerhorn, Hunt and Osborn, Organisational Behaviour, John Wiley, 9th Edition, 2008.
5. Ivancevich, Konopaske & Maheson, Organisational Behaviour & Management, 7th edition, Tata McGraw Hill, 2008.

-S/d-

Dr. Uma Sankar Basina

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