



## School of Planning and Architecture: Vijayawada

(An institute of National Importance under the Ministry of Human Resource Development, Govt. of India)  
S.No. 71/1, NH-5, Nidamanuru, Vijayawada – 521 104, Andhra Pradesh, India

Course: BM-10: **Professional Practice** Class: **VYear B.Arch, 2016-17 A.Y** Instructor: **SVK Kumar**  
Contact Periods/week: **04 periods (50 min. each)** Timetable:  
Internal Assessment Marks: **100** External Theory Exam: **100** Total Marks: **200**  
Attendance: **75% Min.** Min. Passing Marks: **40% each in Internal & External Assessment, 50% in Aggregate**

### Objective

This course deals with entire gamut of activities concerned with the implementation process subsequent to preparation of design and construction works. The sequence shall begin with the framing of work specification and progressively lead to concepts of scheduling construction management and project planning

### Outline

The Architects' Registration Act. The architect and his office. Relationship with clients, consultants and contractors. Legal responsibilities. Code of Professional Practice Fees, Agreements and Contracts, negotiations, arbitration and Architectural competitions. Building Codes and regulations. Building Permit. Presentations, business management, sales promotion, human relations and personnel management. Efficiency studies and performance appraisal, billing, accounting, correspondence, information storage and retrieval. Intellectual Property Rights (IPR) in India and its applicability to Architects.

S.NO	Week of	TOPIC OF CLASS LECTURE & DISCUSSION	CLASS ACTIVITY & ASSIGNMENTS
1	Week 1	<b>Introduction</b> to the Course ✓ Introduction to Professional Practice ✓ Introduction to Architects Act 1972 ✓ Introduction to NBC	Lecture
2	Week 2	<b>Professional Practice – Lecture II</b> ✓ NBC 2016 – Part 1 (Building Regulations) ✓ Architects' Act – Part 1 (Registration and Qualifications)	Lecture
3	Week 3	<b>Professional Practice – Lecture III</b> ✓ NBC 2016 – Part 2 (Building Regulations) ✓ Local Building Bye Laws ✓ Architects' Code of Conduct	Lecture & Assessment - 1
4	Week 4	<b>Professional Practice – Lecture IV</b> ✓ NBC – Part 3 (Fire Safety) ✓ Architects' Fee Structure	Lecture
5	Week 5	<b>Professional Practice – Lecture V</b> ✓ Introduction to building regulations for special zones (Aviation, Coastal) ✓ Architects' Competition Guide Lines	Lecture
6	Week 6	<b>Professional Practice – Lecture VI</b> ✓ Introduction to building regulations for special zones (Environmental) ✓ Conditions of Engagement and scale of charges	Lecture
7	Week 7	<b>Professional Practice – Lecture VII</b> ✓ Special Zones (CRZ)	Lecture
8	Week 8	<b>Professional Practice – Lecture VII</b> ✓ Introduction to Agreements and Contracts ✓ Standards of Architectural Education	Lecture & Assessment - II

S.NO	Week of	TOPIC OF CLASS LECTURE & DISCUSSION	CLASS ACTIVITY & ASSIGNMENTS
9	Week 9	<b>Professional Practice – Lecture VIII</b> ✓ Contracts and Types ✓ Architects' Role	Lecture
10	Week 10	<b>Professional Practice – Lecture IX</b> ✓ Introduction to Tenders ✓ Terminology ✓ Types of Tenders	Lecture
11	Week 11	<b>Professional Practice – Lecture X</b> ✓ Tender Process-Live Case Studies ✓ Architects' role in floating, opening, closing tenders ✓ Documents involved in Tender Process	Lecture
12	Week 12	<b>Professional Practice – Lecture XI</b> ✓ Introduction to Arbitration ✓ Types of conflicts	Lecture
13	Week 13	<b>Professional Practice – Lecture XII</b> ✓ Arbitration Process and parties involved; Presenting case studies ✓ Architect's firm environment ✓ Types of Company structures	Lecture
14	Week 14	<b>Professional Practice – Lecture XIII</b> ✓ Information Storage and retrieval ✓ HR Aspects, performance appraisal ✓ Billing and Accounting	Lecture
15	Week 15	<b>TEST (01 hour duration, 20 Marks)</b>	
16	Week 16	<b>Intellectual Property Rights</b> ✓ Introduction ✓ Importance of the IPR in general	Lecture & <i>Assessment – III</i>
17	Week 17	<b>Intellectual Property Rights</b> ✓ Applicability to Architects ✓ Means and Measures	Lecture
18	Week 18	<b>Revision and Remarks</b>	<b>Announcement of FINAL Internal Assessment Marks</b>

**Tentative break-up of Internal Assessment Marks:**

S.No.	Categories of Evaluation*	Marks
1	Assessment - I	30
2	Assessment - II	30
3	Assessment - II	40
	Total	100

\* The Marks allotted against each category is tentative. Categories of evaluation are only indicative and may increase or decrease

**Reference Books for extended reading:**

1. Architects Act
2. National Building Code 2016 and 2005
3. Contracts and their Management by B.S. Ramaswamy
4. Bids, Tenders & Proposals by Harold Lewis
5. Commercial Contracts Series by Adoranti Frank
6. Construction Management techniques by S. Seetharaman
7. The Architect's Guide to Small Firm Management by Rena M. Klein
8. <http://www.managearchitecture.com/>

Sd/-  
Signature of Course Instructor

Sd/-  
Head of the Department