



## 010361 Engineering Contracts

<b>Course Code</b>	010361		<b>Course Name</b>	Engineering Contracts	
<b>Instructor</b>	Dr Chunyan Liu		<b>Other Teachers</b>	TBA	
<b>Course delivery</b>	Lectures	Seminars	Guest Speakers	Group Activities	Field Trip(s)
	√	√	√	√	√
	Tutorials	Projects	Pitch(es)	Presentations	Outreach Workshop
	√				Optional
<b>Total Hours</b>	54 in-class contact hours + Self Study Hours This course is worth 6 ECTS points.				

### Course Description

The following course develops skills which allow students to draft, prepare and negotiate engineering contracts of a commercial nature. Engineering contracts integrate the traditional drafting method of contracts with the practical requirements of engineers. These are applicable to a wide range of engineering streams including chemical, civil, electrical, electronic and mechanical engineering.

Case studies which illustrate the importance of drafting accurate and inclusive contracts are used to demonstrate the significance of these agreements. Relevant legislation and regulations will be analysed to understand the fundamental requirements of these contracts and the implications of failing to adhere to formal requirements.

By the end of this course, students should be able to identify standard contract forms as well as draft and prepare an engineering contract, taking into account legal and occupational requirements.

## **Brief Schedule and Topics**

1. Introduction to Engineering Contracts
2. Drafting, negotiating and preparing engineering contracts
3. Traditional contract drafting and practical engineering requirements
4. The significance of accurate and inclusive contractual documents
5. Relevant legislation and regulations
6. Occupational requirements and industry standards
7. Engineering contracts fit for purpose
8. Negotiating financial aspects
9. Multiple Parties in a contract
10. Outsourcing contracts
11. Creating an engineering contract
12. Ethical issues

## **Learning Objective**

By the end of this course you should be able to:

- Draft, prepare and negotiate engineering contracts of a commercial nature
- Integrate traditional contract drafting with the practical requirements of engineering contracts
- Use case studies to illustrate the importance of drafting inclusive and accurate contracts
- Outline relevant legislation and regulations relevant to engineering contracts and discuss how they impact on the preparation of these contracts
- Identify standard contract forms and prepare an engineering contract which accounts for both legal and occupational requirements

## **Requirements**

The course is open for undergraduate engineering students.

## **Reference Books**

Robert Ribeiro, Engineering Contracts, ISBN: 0750624981

Course materials (including lecture notes, supplementary readings and solutions to assignment questions) are handed out during the class.

## **Assessments**

Assessments in this course include:

### Class (Tutorial) participation (15%):

To further enhance the learning experience, it is also important for you to engage in regular discussions with other students, in exchanging knowledge and ideas with regards to this course and its key topics. Students are expected to be present and punctual for all their classes.

### In class Tests (Individual) (25%):

Details of the test will be announced and discussed in class.

Type: Examination

Length: A 50 minutes quiz conducted in the class.

Task: This is a closed book examination.

### Group project submission(20%):

Students will be allocated into groups to complete a group assignment relating to course topics.

Details of the assignment will be announced and discussed during the class.

- 5 pages maximum in A4,
- 12 point Times New Roman font
- Single line spacing
- Late submission will attract a penalty of 10% of the total weighting of the assessment task. A 10% deduction applies for EACH late day and the assessment will not be accepted after 5 working days. Extensions will only be granted upon the basis that there is reasonable medical evidence of illness or any other extreme circumstances that the university may place under consideration. Under no circumstances will extensions be granted for work or any other commitments. A request for an extension must formally be submitted to the lecturer in writing prior to the due date, in accordance with the university's assessment policies. Medical certificates or other evidence of extreme misfortune must be submitted through a special consideration form and must contain information that justifies the extension sought.

### Final examination (40%):

A two hours formal final examination will be scheduled by the lecture and conducted in the class.

## Detailed Daily Schedule (TBC)

Topic (tentative)	Activities
Introduction to Engineering Contracts	Introduction; Lecture/seminar; Development and Communication
Drafting, negotiating and preparing engineering contracts	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
Traditional contract drafting and practical engineering requirements	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
The significance of accurate and inclusive contractual documents	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
Relevant legislation and regulations	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
Occupational requirements and industry standards	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities; <b>Test Quiz (25%)</b>
Engineering contracts fit for purpose	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
Negotiating financial aspects	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
Multiple Parties in a contract	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
Outsourcing contracts	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities;
Creating an engineering contract	Lecture/seminar; Case Studies ; Tutorial ; In-Class Activities; <b>Group project presentation(10%)</b>
Ethical issues	<b>Final Exam (40%); Group report submission(10%)</b>

Content is subject to change.

## Academic Integrity and Policies

[Tongji University Academic Policy](#) for international students makes reference to the Academic Policy for Undergraduates (Issuing on 20th, June 2005) and Academic Policy for Postgraduates.

### Academic Integrity

Students are expected to uphold the university's academic honesty principles, which are an integral part of the university's core values and principles. If a student fails to observe the acceptable standards of academic honesty, they could attract penalties and even disqualification from the course in more serious circumstances. Students are responsible for knowing and observing accepted principles of research, writing and any other task which they are required to complete.

Academic dishonesty or cheating includes acts of plagiarism, misrepresentation, fabrication, failure to reference materials used properly and forgery. These may include, but are not limited to: claiming the work of others as your own, deliberately applying false and inaccurate information, copying the work of others in part or whole, allowing others in the course to copy your work in part or whole, failing to appropriately acknowledge the work of other scholars/authors through acceptable referencing standards, purchasing papers or writing papers for other students and submitting the same paper twice for the same subject.

This Academic Integrity policy applies to all students of the Tongji University in all programmes of study, including non-graduating students. It is to reinforce the University's commitment to maintaining integrity and honesty in all academic activities of the University community.

### Policy

- The foundation of good academic work is honesty. Maintaining academic integrity upholds the standards of the University.
- The responsibility for maintaining integrity in all the activities of the academic community lies with the students as well as the faculty and the University. Everyone in this community must work together to ensure that the values of truth, trust and justice are upheld.
- Academic dishonesty affects the University's reputation and devalues the degrees offered.
- The University will impose serious penalties on students who are found to have violated this Policy. The following penalties may be imposed:
  - Expulsion;
  - Suspension;
  - Zero marks/ fail grade;
  - Marking down;
  - Re-doing/re-submitting of assignments or reports; and
  - Verbal or written warning.