SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: SPECIFICATIONS I

Code No.: ARC 302-3

Program: ARCHITECTURAL TECHNOLOGY

Semester: FIVE

Date: JUNE, 1984

Author: MEL URSELL

New: X Revision: _____

APPROVED: L.P. Arsenault
Chairperson

Date

SPECIFICATIONS I
Course Name

ARC 302-3
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PHILOSOPHY/GOALS:

To be able to "translate" drawings into specifications.

To understand the "16 division format" for specification writing.

To write a set of specifications manually and with the aid of the micro-computer.

METHOD OF ASSESSMENT:

SEE ATTACHED SHEET.

TEXTBOOK(S):

NO FORMAL TEXT.

REFERENCE TEXTS:

Canadian Government Master Specifications

Construction Specifications
by Jack R. Lewis

Oxford Dictionary

Building Trades Dictionary

The Canadian Standards Index

The Ontario Building Code

METHOD OF ASSESSMENT:

The following grades will be assigned:

A - 75-100%	consistently above average achievement
B - 66- 74%	average achievement
C - 55- 65%	satisfactory achievement
I - incomplete	
R - repeat	the student has failed to achieve the objectives of the course and must repeat the course

The "I" grade (incomplete) designation indicates that the student has not completed the objectives required in specific course areas.

Semester work will be made up of tests and assignments. All tests and assignments must be completed when assigned. Late assignments or projects will not be tolerated.

Attendance is also mandatory in all classes.

Tests and assignments will be given on a regular basis throughout the semester. The weighted grade between practical theoretical work will depend on the type of course. Final examinations are also mandatory for any student that does not maintain an "A" average in the course or who has not completed all assignments by their due date.

NOTE: Chronic absenteeism by any student will result in the student not being permitted to class and ultimately his failure to receive an acceptable grade in the course.

TOPIC	NO. OF PERIODS	TOPIC DESCRIPTION
1	20	What is a Specification - Sources of information - Types of specifications - Specification language - The GMS or NMS system - The specification as a legal document - Writing a specification manually and with the computer - Alternatives, addenda, and change orders - Allowances - Methods of constructing a set of specifications - Word processing and specification writing
2	28	Writing Specifications - The student will write a set of specifications for a small type "C" building