

1st YEAR
1st SEMESTER

BSM 1812 MATHEMATICS FOR MANAGEMENT

SYNOPSIS :

Inequalities. Logic: Connectives, truth tables, arguments. **Combinatorics:** Sample, permutations, combinations, selection. **Vectors in R^3 :** operations on vectors. **Matrices:** Elementary row operations, solving linear equations, inverse matrix, Markov chain. **Linear Programming:** Geometric approach. Linear programming : algebraic approach. **Differentiation:** Techniques of derivatives, related rates, maximum and minimum problems. **Integration:** By substitution, finding areas. Double integration.

REFERENCES :

1. Sullivan, Mizrahi. (2004) *Mathematics – An Applied Approach*. Wiley International Edition.
2. Goodman, A.W., Ratti, J.S. (1979) *Finite Mathematics With Application*. Macmillan Publishing New York.
3. Tan, S.T. (1987) *Applied Finite Mathematics*, 2nd Ed. PWS-Kent Publishing, Boston.
4. Anton, H. , Rorres, C. (1992) *Elementary Linear Algebra with Applications*. 6th Ed. John Wiley & Sons, Inc. USA.
5. Barnett, Raymond (2000). *Applied Mathematics* 7th Ed. Prentice Hall, New Jersey.
6. Berkey, D.D., Blanchard, P. (1992) *Calculus* 3rd Ed. Saunders College Publishing New York.

UMA 1132 ISLAMIC STUDIES

SYNOPSIS :

This course explains about Islamic concepts which cover aqidah, syariah and akhlak. The scope of the discussion involves the Islamic principles, iman's principles and Ihsan. Focus will also be given on the basic of Islam that emphasizes on the concept of tauhid, ibadah and akhlak. This course also clarifies about the foundation of Islam (*maqasid al syariah*), current issues and the interrelation with akhlak.

REFERENCES :

1. Abdul Rahman I.Doi, (1995), *Undang-undang Syariah, terjemahan*, Rohani Abdul Rahim, Kuala Lumpur m: Dewan Bahasa dan Pustaka
2. Harun Din, (Dr.), (2001), *Manusia dan Islam*, Kuala Lumpur, Dewan Bahasa dan Pustaka
3. Mohd. Sulaiman Haji Yasin, (1988), *Pengantar Aqidah*, Kuala Lumpur : Dewan Bahasa dan Pustaka.
4. Mustafa Hj. Daun, (1996), *Tamadun Islam*, Kuala Lumpur : Utusan Publications dan Distribution
5. Wahbah al-Zuhaily, (Dr.), (1984), *Fiqh al-Islami wa Adillatuhu*, Damsyik : Dar al-Fikr

6. Yusuf al-Qardawi, (1993), *Ibadah Dalam Islam*, Kuala Lumpur : Pustaka Suhaba

UMA 1142 MORAL STUDIES

SYNOPSIS :

This subject explores the moral concepts, some aspects related to the morality and its importance in our daily lives, some western moral theories, moral values in great religions of the world, morality and ethics in professional careers and contemporary moral issues.

REFERENCES :

1. Eow Boon Hin. 2002. *Moral Education*. Longman.
2. Ahmad Khamis. 1999. *Etika Untuk Institusi Pengajian Tinggi*. Kuala Lumpur. Kumpulan Budiman.
3. Mohd Nasir Omar. 1986. *Falsafah Etika; Perbandingan Islam dan Barat*. Kuala Lumpur. JPM.
4. Hussain Othman. 2009. *Wacana Asasi Agama dan Sains*, B. Pahat. Penerbit UTHM.
5. Hussain Othman, S.M. Dawilah Al-Edrus, Berhannudin M. Salleh, Abdullah Sulaiman, 2009. *PBL Untuk Pembangunan Komuniti Lestari*, Batu Pahat, Penerbit UTHM.

UMB 1052 EFFECTIVE COMMUNICATION

SYNOPSIS :

This course emphasises upon task- based learning approach and focuses on developing students' delivery of speech in oral interactions and presentations. Importance is given on mastery of self-directed learning, team-work, research, oral presentations, reasoning and creativity. This course also enables students to acquire knowledge and skills necessary for conducting and participating in meetings, including writing of meeting documents. Students will be exposed to the techniques of writing good application letters and resumes. They are also expected to anticipate and deal with questions during a job interview session.

REFERENCES :

1. Cheesebro, T, O'Connor, L. & Rios, F. (2007). *Communication skills : preparing for career success* (3rd ed.) Upper Saddle River, NJ: Pearson.
2. Davies, W.J. (2001) *Communication skills : a guide for engineering and applied science student* (2nd ed.) . London: Prentice Hall.
3. Joan van Emden, L. (2004). *Presentation skills for students*. New York: Palgrave Macmillan.

UMB 1011**ENGLISH FOR ACADEMIC PURPOSES****SYNOPSIS :**

English for Academic Purposes focuses on fulfilling students' academic requirements such as the acquisition of reading, writing, speaking and listening skills in English. The course also provides opportunities for students to acquire note taking and study skills. Students will be reinforced on aspects of English language oral and written skills that are most relevant to them in their academic work. By the end of the course, students should be able to use English for wide range of academic activities.

REFERENCES :

1. n.a (2004). *Koleksi Kertas Soalan MUET Oktober 2003*. Kuala Lumpur : Pearson Malaysia.
2. Ng. K. S. et al. (2000). *Study Skills for the Malaysian University English Test*. Kuala Lumpur : Federal Publication.
3. Pfeiffer, W.S. (2000) *Technical Writing: A Practical Approach*. New Jersey. Prentice Hall.
4. Teoh, S. A. & Zainab Mohd. Noor (2000). *Test-Taking Strategies for MUET*. Kuala Lumpur : Penerbit Fajar Bakti.
5. Walker, E. (2004) *Grammar Practice*. Kuala Lumpur. Pearson Education Malaysia.
6. Zuraidah Mohd. Don et al. (2000). *Excel in MUET (2nd edition)*. Kuala Lumpur : Penerbit Fajar Bakti.

UQ*11****CO-CURRICULAR I****SYNOPSIS :**

Mata pelajaran ini ditawarkan dalam bentuk pelbagai aktiviti pilihan untuk pelajar peringkat Sarjana Muda dan Diploma. Tiga bidang aktiviti yang ditawarkan adalah Sukan & Rekreasi, Kelab/Persatuan dan Persatuan Beruniform.

BPA 1013**ECONOMICS****SYNOPSIS :**

This course comprises of two parts which are Microeconomics and Macroeconomics. Microeconomics includes economics units in detail such as a household, a firm and a government. It also covers economics problem, economics system, demand and supply theory, market equilibrium, theory of consumer behaviour, theory of production, cost of production, and market structure. Macroeconomics studies the aggregate behaviour of the entire economics, economics system as a whole such as the national income, the trade cycle, the unemployment rate, inflation and general price levels, fiscal and monetary policy, and balance of payment and international trade.

REFERENCES :

1. Vengedasalam, D and Karunagaran (2007). *Principles of Economics*, Oxford, Fajar.

2. Case K. E and Fair, R. C (2009). *Principles of Economics*, Prentice Hall.
3. Begg, D, Fischer, S and Dornbusch, R (2008), *Economics*, Mc Graw Hill
4. Bade, R and Parkin, M, (2008), *Foundations of Economics*, Pearson
5. Bank Negara Malaysia, *Economic Report*

BPA 1022 PRINCIPLES OF MANAGEMENT

SYNOPSIS :

This is an introductory course on practical concepts of organization management. This course covers basic organizational management, people management, project management and leadership.

REFERENCES :

1. Williams, C.R., (2008), *Principles of Management*, 5th ed. South-Western
2. Kinicki, A, and Williams, K.W., (2007), *Management: A Practical Introduction*, 3rd ed., Irwin-McGraw Hill
3. Robbins, S.P., and Coulter M., (2007), *Management*, 9th ed. Person-Prentice Hall
4. Schermerhon, J.R., (2007), *Management*, 9th ed., John Wiley & Son, Inc.

BPE 1233 PROPERTY VALUATION

SYNOPSIS :

This course covers topics on introduction to property valuation, valuation theory and concept, purpose of valuation, valuation process, the property market in Malaysia, role of the valuer, valuation mathematics, as well as basic valuation methods and applications.

REFERENCES :

1. Azahari Husin. (1996). **Harta Tanah: Kaedah Penilaian**. Kuala Lumpur: Dewan Bahasa.
2. Britton, W., Davies, K. and Johnson, T. (1989). **Modern Methods of Valuation**. 8th Edition. London: The Estates Gazette.
3. Millington, A. F. (2001). **An Introduction To Property Valuation**. London: Estate Gazette. 3rd Edition.
4. Raja Aris Harun. (1987). **Prinsip-Prinsip Dan Praktis Penilaian Harta Tanah**. Kuala Lumpur: dewan Bahasa Dan Pustaka.
5. Wyatt, P. (2007). **Property Valuation in an Economic Context**. USA. Blackwell Publishing.

BPE 1242 INTRODUCTION TO LAW

SYNOPSIS :

The course intends to expose students for a better understanding of law in respect to the legal system in Malaysia, the development of land law in this country, especially pertaining to the concept of land, interests and ownership of land, delegation of powers pertaining to land administration, rights and powers of the State Authority, sub-division,

partition and amalgamation, change of express conditions of land, surrender and re-alienation of land by the State Authority.

REFERENCES :

1. Malaysia (2003) "National Land Code, Act 56 of 1965 and Regulations", Petaling Jaya: International Law Book Services.
2. Malaysia (2003) "Land Acquisition Act 1960 (Act 486) and Rules", Kuala Lumpur: International Law Book Services.
3. Judith Sihombing (2003) "The National Land Code", Kuala Lumpur: Malayan Law Journal.
4. Nor Aziah Awal (2003) "Pengenalan Kepada Sistem Perundangan Malaysia", Kuala Lumpur: International Law Book Services.
5. Teo K.S. & Khaw L.T. (1995) "Land Law in Malaysia, Cases and Commentary", Butterworths: Malaysia.
6. Min Aun, Wu (1990) "The Malaysian Legal System", Kuala Lumpur: Addison Wesley Longman Malaysia Sdn. Bhd.
7. Salleh Buang (1993) "Malaysian Torren System", Kuala Lumpur: Dewan Bahasa dan Pustaka.
8. Mohd. Ridzuan Awang (1987) "Konsep Undang-Undang Tanah Islam: Pendekatan Perbandingan", Kuala Lumpur: Al Rahmaniah.
9. Tun Mohamed Suffian (1990) "Pengenalan Sistem Undang-Undang Malaysia", Kuala Lumpur: Dewan Bahasa dan Pustaka.
10. Ahmad Ibrahim & Ahilemah Joned (1987) "Sistem Perundangan di Malaysia", Kuala Lumpur: Dewan Bahasa dan Pustaka.

1st YEAR
2nd SEMESTER

BSM 1822 STATISTICS FOR MANAGEMENT

SYNOPSIS :

Probability: Simple and compound events. Sample space. Calculating probability. Conditional probability: Tree diagram. Independent events. Bayes Theorem. **Random Variable:** Probability density function. Expected value and variance. **Probability Distribution:** Binomial, Poisson and Normal distribution. Normal approximation to Binomial & Poisson distribution. **Moment Generating Function:** Joint distribution function. Marginal distribution. Correlation and covariance. **Sampling Distribution:** Sampling distribution for mean, difference two means and proportional. **Estimation:** Point and interval estimation. Confidence interval for population mean and variance. **Hypothesis Testing:** Test of mean and variance. Test of difference two means and variances. Test of data randomness. **Simple Linear Regression:** Graphical method, least square method. Coefficient of determination R^2 . T test of slope and intercept.

REFERENCES :

1. Berenson, M.K., Levine, D.M., Krehbiel, T.C. (2004) Basic Business Statistics – Concepts and Application, 9th ed. Prentice Hall.
2. Levin, R. I., Rubin, D. S. (1991) Statistics for Management 5th Ed. Prentice-Hall.
3. Cik Sri Mazzura, Nafisah, Kek, S.L. & Phang, P. (2007) Engineering Statistics (Module).
4. Walpole–Myers (1998) Probability and Statistics for Engineers and Scientists. Prentice Hall.
5. Douglas C. M., George C. R., Norma Faris Hubele. (2004) Engineering Statistics. John Wiley, New York.
6. Freund, J.E. (1992) Mathematical Statistics. 5th Ed. Prentice Hall.
7. Allan G. B. (2007) Elementary Statistics: A Step by Step Approach. McGraw-Hill.

UMB 1042 TECHNICAL WRITING

PRE-REQUIREMENT: UMB 1052 (EFFECTIVE COMMUNICATION)

SYNOPSIS :

This course introduces students to report writing skills needed at tertiary level. Students will learn basic report writing skills involving Proposals, Progress Report and Analytical Report. In order to do this, they will learn how to collect data using questionnaires. The data collected will be analyzed, transferred into graphic forms and presented orally and in writing. Prior to that, students will also be trained to polish up their skills in narrative and descriptive essays using accurate grammar, vocabulary and sentence structure.

REFERENCES :

1. Davies, J.W. (1996). *Communication for Engineering Students*. Essex : Longman
2. Ellis, R. (1997). *Communication for Engineers*. Bridge that Gap. New York : Arnold

3. Hybels, S. and Weaver, R.L. (1998). *Communicating Effectively*. Boston McGraw Hill
4. Wiley, T.G. and Wrigley, H.S. (1987). *Communicating in the Real World*. Prentice-Hall.

UMA 1162 ISLAM CIVILIZATION AND ASIAN CIVILIZATION (TITAS)

SYNOPSIS :

The course discusses introduction to civilization, its development, interaction between civilization; the Islamic civilisation, Islam in the Malay civilisation; Indian and Chinese civilisations as well as contemporary civilisation issues and also the principles of Islam Hadhari.

REFERENCES :

1. Ahmad Hakimi Khairuddin dan Faridah Che Husain. 2006, Isu-isu Kontemporari Dalam Tamadun Islam dan Tamadun Melayu, dalam *Tamadun Islam dan Tamadun Melayu*. Siri Teks Pengajian Tinggi. Kuala Lumpur: Penerbit Universiti Malaya
 2. Ibnu Khaldun, Muqaddimah Ibnu Khaldun.
 3. Huntington, S. *The Clash of Civilizations and the Remaking of the World Order*.
 4. Mahyuddin Hj. Yahaya, 1998 *Tamadun Islam*, Shah Alam: Penerbit Fajar Bakti Sdn. Bhd.
 5. Bei Ye. 2001. *Zhongguo Wenming Lun – Zhongguo Gudai Wenming De Benzhi Yu Yuanli* (Bicara Tamadun Cina – Teori dan Asas Tamadun Kuno Cina), Penerbit: Zhongguo Shehui Kexue Chubanshe Beijing.
 6. Iddaikkadar. N.M. 1979. *Latar Belakang Kebudayaan Hindu*. Kuala Lumpur: Dewan Bahasa dan Pustaka.
 7. Azhar Hj. Mad Aros. 2001, *Tamadun Islam dan Tamadun Asia*, Kuala Lumpur: Penerbit Universiti Malaya.
 8. Ismail Hussein, Wan Hashim Wan Teh, Ghazali Shafie 1997, *Tamadun Melayu Menyongsong abad ke-21*, Bangi: Penerbit UKM.
 9. Sarkar, H.B. 1970. *Some Contribution of India to the Ancient Civilization of Indonesia and Malaysia*. Calcutta: Punthi Pustaka.
 10. Wan Abdullah Hj Ismail Mahmood (ed.), 1999, *Tamadun Islam & Tamadun Alam Melayu Serta Sumbangannya Kepada Dunia*, Unit Tamadun Islam, Pusat Pendidikan Islam, UiTM Shah Alam.
- Nasr, S.H. *A Young Muslim's Guide to the Modern World*.

UQ*11**

CO-CURRICULAR II

SYNOPSIS :

Mata pelajaran ini ditawarkan dalam bentuk pelbagai aktiviti pilihan untuk pelajar peringkat Sarjana Muda dan Diploma. Tiga bidang aktiviti yang ditawarkan adalah Sukan & Rekreasi, Kelab/Persatuan dan Persatuan Beruniform.

BPA 1032**PRINCIPLE OF ACCOUNTING****SYNOPSIS :**

This course is orientated to the students that did not specialize in accounting field. It would expose student to basic accounting element finance and management such as transaction recording basic accounting, apply and interpret basis financial statement, budget and use accounting information to make decision in organization.

REFERENCES :

1. Hongren, C.T, Harrison, W.T,(2007), *Accounting*, Seventh Edition, Pearson Education, New Jersey
2. Weygandt, J.J, Kieso, D.E, Kimmel, P.D (2008), *Accounting Principles*, Eighth Edition, John Wiley & Sons Inc.,USA
3. Anthony, R.N, Breitner,L.K, (2006), *Essentials of Accounting*, Ninth Edition, Pearson Education International, New Jersey
4. Fatimah Abd Rauf, Amla Abu, Radziah Mahmud, (2007), *Financial Accounting for Non-Accounting Students*, Ninth Edition, McGraw Hill Education, Malaysia

BPA 1253**ADVANCE PROPERTY VALUATION****SYNOPSIS :**

The overall subject provides detailed perspectives on theoretical aspects and concepts of valuation methods and preparation of Report and Valuation in Malaysia. The topics include the Report and Valuation preparations; Agriculture Valuation (comparison and cost method); Discounted Cash Flow Technique; Yield and Interest; Income Method.

REFERENCES :

1. Azahari Husin (1995). Metodologi Penilaian. Kuala Lumpur: Dewan Bahasa & Pustaka
2. Millington, A. F. (2001). An Introduction to Property Valuation – 5th Edition, EG Books.
3. A Valuers Guide to the RICS Red Book – 6th Edition, Jan 2008.
4. Enever, N. and Isaac, D. (2002). Valuation: Property Investment. EG Books.
5. Hayword, R. (2008). Valuation: Principles Into Practise. Butterworth Heinemann.
6. Williams, R. G. (2008). Agriculture Valuation – 4th Edition, EG Books.
7. The Board of Valuers, Appraisers and Estate Agents – Manual of Valuation Standards, Malaysia.

BPE 1263**PROPERTY LAW I****SYNOPSIS :**

This course emphasizes upon the basis of Law of Contract, Law of Torts, Agency Law and Arbitration Law which relevant in solving the problematic issues in construction and land management. The course enables students to clarify issues pertaining to contractual and tort matters and in co-ordinating the same pursuant to the scope of land management, clarify issues pertaining to law of agency and in focusing the relationship

between an agent and its principal, as well as to understand the usage of arbitration law which is applicable to land management.

REFERENCES :

1. Malaysia (2003) "National Land Code, Act 56 of 1965 and Regulations", Petaling Jaya: International Law Book Services.
2. Malaysia (2003) "Land Acquisition Act 1960 (Act 486) and Rules", Kuala Lumpur: International Law Book Services.
3. Judith Sihombing (2003) "The National Land Code", Kuala Lumpur: Malayan Law Journal.

BPE 1012 BUILDING TECHNOLOGY

SYNOPSIS :

This course aims to expose the students about the principles of building technology, the process and stages of construction from site investigation to establishing the layout plans of the building. Besides that, students will also be exposed to the elements and main components involved in construction work such as the foundation, concrete, bricks, wall, ceilings, door and window and finishes.

REFERENCES :

1. Abd. Hakim Mohamad (2000) Penyediaan Tapak dan Struktur Bawah. Dewan Bahasa dan Pustaka. Kuala Lumpur
2. Tan Boon tong (2000) Teknologi Bangunan. Dewan Bahasa dan Pustaka. Kuala Lumpur.
3. Osbourn, D. And Greeno, R. (2005) Introduction to Building. Pearson. United Kingdom.
4. Jahiman Bin Badron (2007) Teknologi Binaan Bangunan. IBS Buku. Petaling Jaya.

**2nd YEAR 2
1st SEMESTER**

UMS 1122 ETHNIC RELATIONSHIP

SYNOPSIS:

This subject focus on the conceptual and practical of the ethnic relation in Malaysia's community. The discussions will comprise the concepts of ethnic relation and the history of plural society construction. The matter of constitution as the core of the societal life will also be covered. Discussions will also look at the relation ship between the development and the ethnicity in the aspect of economy, politics and social based on the approach of top-down and bottom-up by the government and the society.

REFERENCES:

1. Shamsul Amri Baharuddin (2007). "Modul Hubungan Etnik." Shah Alam: Universiti Teknologi MARA.
2. Zaid Ahmad, Ho Hui Ling, Sarjit Sing Gill, Ahmad Tarmizi Talib, Ku Halim Ku Arifin, Lee Yok Fee, Nazri Muslim dan Ruslan Zainuddin (2006). "Hubungan Etnik di Malaysia." Shah Alam : Oxford Fajar Sdn. Bhd.

UMC 1022 CREATIVITY AND INNOVATION

SYNOPSIS :

This course focuses on developing creative person who will eventually think strategically, creatively and critically. Through Problem-Based Learning (PBL) approach, students will be exposed to various creativity and problem solving techniques. The knowledge and skills acquired throughout the course will later be applied by the students in solving problems and making decisions in the future. Some of the areas to be covered throughout the course are : Problems Solving Skills, Techniques in Creativity, Techniques in Innovations, Case Studies, Exhibition and Designing Competition.

REFERENCES :

1. Bernacki, E. 2002. *Wow! That's a Great Idea!*. Singapore : Prentice Hall
2. Ceserani, J. & Greatwood, P. 1995. *Innovation and Creativity*. London : Kogan Page
3. Ceserani, J. & Greatwood, P. 2001. *Innovation and Creativity*. New Delhi: Creast Publishing House
4. Clegg, B. & Birch, P. 2002. *Crash Course in Creativity*. London : Kogan Page

BPE 2273 STATUTORY VALUATION

SYNOPSIS :

The course is designed to educate students with the related statutes and rules that govern and affect property valuation in Malaysia. Topics include valuation for the purpose of taxation such as Rating, Stamp Duty and Real Property Gains Tax, apart

from other charges such as Development Charges, Land Alienation and Change of Land Use, as well as determining compensation for Compulsory Acquisitions.

REFERENCES :

1. Ahmad Ariffian Bujang & Hasmah Abu Zarin (2001). Prinsip Penilaian Statut. Skudai: Penerbit Universiti Teknologi Malaysia.
2. Azahari Husin. (1996). Harta Tanah: Kaedah Penilaian. Kuala Lumpur: Dewan Bahasa dan Pustaka.
3. Brown, P. K. (2000). Contractor's Basis of Valuation. London: IRRV.
4. Butler, D. & Richmond, D. (1995). Advanced Valuation (2nd Edition). London: MacMillan.
5. Ismail Omar. (1997). Penilaian Harta Tanah. Kuala Lumpur: Dewan Bahasa Dan Pustaka.
6. Plimmer, F. (1998). Rating Law and Valuation. Longman.

BPE 2063

PROPERTY LAW II

SYNOPSIS :

This subject covers Malaysia and international law in relation to all aspects of property ownership and occupation, land transactions, and land management. It will clarify the land related matters pertaining to land acquisition, property dealings, strata titles and coordinate the same pursuant to the scope of land management. It is hoped that this course will give students a critical thinking on the legal issues in regards to real estate management in a contemporary manner.

REFERENCES :

1. Malaysia (2003) "National Land Code, Act 56 of 1965 and Regulations", Petaling Jaya: International Law Book Services.
2. Malaysia (2003) "Land Acquisition Act 1960 (Act 486) and Rules", Kuala Lumpur: International Law Book Services.
3. Malaysia (2003) "Strata Titles Act 1985 (Act 318) and Rules and Order", Petaling Jaya: International Law Book Services.
4. Judith Sihombing (2003) "The National Land Code", Kuala Lumpur: Malayan Law Journal.
5. Salleh Buang (1993) "Undang-undang Tanah di Malaysia", Kuala Lumpur: Dewan Bahasa & Pustaka.
6. Salleh Buang (1993) "Law on Housing Developers", Kuala Lumpur: Central Law Book Corporation.
7. Ridzuan Awang (1993) "Undang-Undang Tanah Islam: Pendekatan Perbandingan", Kuala Lumpur: Dewan Bahasa dan Pustaka.
8. Wong Kim Fatt (1980) "Private Caveats, Entry, Extension, Removal and Appeals", Kuala Lumpur: Malayan Law Journal Pte. Ltd.
9. David Wong (2003) "Tenure and Land Dealings in the Malay States", Boston: Longman.
10. Ab Rahim (2005) "Monograf : Pengenalan kepada Undang-undang Tanah", Skudai: Penerbit Universiti Teknologi Malaysia.
11. Kamaruzaman Ab Rashid (2000) "Monograf: Pengenalan Hak Milik Strata", Skudai: Penerbit Universiti Teknologi Malaysia.

12. Abdul Aziz Hussin (2000) "Undang-undang Pemerolehan dan Pengambilan Tanah" Kuala Lumpur: Dewan Bahasa & Pustaka.

BPE 2282 PRINCIPLES OF FINANCE FOR REAL ESTATE MANAGERS

SYNOPSIS :

The course will expose the students to the basic of managing finance, project evaluation, finance statements evaluation, managing the resources, and the application of financial knowledge in decision making.

REFERENCES :

1. Keown, A. J., Martin, J. D., Petty, J.W., Scott, Jr, D. F. (2002) Financial Management: Principles and Applications (9th Ed). J; Prentice Hall.
2. Faudziah Zainal Abidin, Nasruddin Zainuddin, Faizah Ismail, Nurwati Ashikin Ahmad Zaluki. (2007). Prinsip Pengurusan Kewangan (2nd Ed). Prentice Hall.
3. Sharan, Vyuptakesh (2006). Fundamentals of Financial Management. New Delhi: Pearson Education.
4. Gitman, L. J., (2003). Principles of Managerial Finance (International. 10th ed) Adison Wesley.
5. Eugene F. Brigham, Joel F. Houston (1998), Fundamentals of Financial Management (8th ed). The Dryden Press.

BPE 2292 URBAN PLANNING

SYNOPSIS :

The course intends to introduce students the basic knowledge of urban planning via understanding of definition, history and the evolution of urban planning; theories and principles of planning; planning practices; planning process; site planning; land use planning; regional and rural planning context.

REFERENCES :

1. Wegener, M., Button, K. J. and Nijkamp, P. (2007). "Planning History and Methodology". Edward Elgar, Northampton, MA.
2. John, Levy, M. (2005). "Contemporary Urban Planning". 7th Ed. Prentice Hall, United States.
3. LaGro, James, A. (2008). "Site Analysis: A Contextual Approach to Sustainable Land Planning and Site Design". John Wiley, Hoboken, NJ.
4. MacLaran, A. (2003). "Making Space: Property Development and Urban Planning". Arnold Hodder, London.
5. Hall, K. B. Jr. (2001). "Community by Design". McGraw-Hill, New York.
6. Mohammad Tajuddin Rasdi et.al. (2001). "Konsep Perbandaran Islam: Satu Gagasan Alternatif". Penerbit UTM, Johor Bahru.
7. Barry, D. C. (2003). "Rural Planning in Developing Countries". Viva Books, New Delhi.
8. Plane, D. (2007). "Regional Planning". Edward Elgar, Northampton, MA.

SYNOPSIS :

This course intends to provide a practical knowledge on-site, in particular land surveying works and land ownership in Malaysia. The course includes an introduction to land administration in Malaysia as a general overview. It establishes a basic theoretical toolkit with fundamental aspects in titles record system, type of maps, distance measurement, as well as mathematics and mechanic of ground works. It introduces specific technology in geoinformatics and geotechnics, and it develops skills in computing, drawing, sketching, communication, team working, management and critical thinking.

REFERENCES :

1. Kavanagh, B. F. & Bird, G. (2000) "Surveying: Principles and Application", New York: Prentice Hall.
2. McCormac, J. (1999) "Surveying", 4th Edition. UK: Prentice Hall.
3. Uren, J. & Price, W. F. (1985) "Surveying for Engineers", UK: Macmillian.
4. Irvine, W. (1995) "Surveying for Construction" UK: McGraw Hill.
5. Ridzuan Awang (1994) "Undang-undang Tanah Islam: Pendekatan Perbandingan", Kuala Lumpur: Dewan Bahasa dan Pustaka.
6. Abdul Majid A. Kadir (1996) "Undang-Undang Hakmilik Tanah dan Peraturan-peraturan", Monograf: Fakulti Kejuruteraan Sains Geoinformasi, UTM.

2nd YEAR
2nd SEMESTER

UMS 1113

**NATIONHOOD AND CURRENT DEVELOPMENT OF
MALAYSIA**

SYNOPSIS :

This course will provide students a fundamental concept, process of formation and development in Malaysia. The topics covered include the concept of state, Malacca Kingdom, implication of imperialism and colonisation, spirit of patriotism and nationalism, independence and formation of Malaysia. Besides, students will also be exposed to the constitutional of Malaysia, Malaysian Government System, Economic and Social Development Policy as a main policy in national development. At the end of the course students will be able to appreciate their roles and responsibilities as good citizens to the country.

REFERENCES :

1. Ahmad Esa dan Khairul Azman Mohd Suhaimy (2000). "Ikhtisar Sejarah Pembangunan Sosio Politik dan Ekonomi Malaysia." Johor Bahru: Muapakat Jaya Percetakan Sdn. Bhd.
2. Andaya, B.W. and Andaya, L.Y. (1982). "A History of Malaysia." London: Macmillan.
3. Aziz Deraman (1992). "Tamadun Melayu dan Pembinaan Bangsa Malaysia." Kuala Lumpur: Arena Ilmu Sdn. Bhd.
4. Chew Hock Thye (1979). "Masalah Perpaduan Nasional." Kuala Lumpur.
5. Francis Loh Kok Wah dan Khoo Boo Teik (2002). "Democracy in Malaysia." Cornwall: Curzon Press.
6. Ismail Ibrahim (2001). "Jihad Membasmi Kemiskinan." Kuala Lumpur: Institut Kefahaman Islam Malaysia.
7. Kefahaman Islam Malaysia.
8. Jurij Jalaludin (1991). "Wawasan 2020: Aspek Politik dan Sosial." Kuala Lumpur: Arena Ilmu Sdn. Bhd.
9. Mardiana Nordin dan Hasnah Hussiin (2000). "Pengajian Malaysia." Shah Alam: Penerbit Fajar Bakti Sdn. Bhd.
10. Lembaga Penyelidikan Undang-undang (2003). "Perlembagaan Persekutuan: (hingga 15hb Ogos 2003)." Petaling Jaya: International Law Book Services.
11. Siti Fatimah Abd. Rahman (1993). "Ke Arah Negara Maju Berdasarkan Sistem Nilai." Kuala Lumpur: Institut Kefahaman Islam Malaysia (IKIM).
12. Sdn. Bhd.
13. Sdn. Bhd.
14. Sdn. Bhd.
15. Sdn. Bhd.
16. Sdn. Bhd.

BPA 2082

TECHNOLOGY MANAGEMENT

SYNOPSIS :

The topics covered include: a review of technology management, history of technology management, development of technological capabilities, critical factors in managing

technology, management of technology: the new paradigms, technology life cycles, technology management and innovation, business strategy and technology strategy, competitiveness and the design of organisation.

REFERENCES :

1. Tarek Khalil. 2000. Management of Technology : The Key to Competitiveness and Wealth Creation. Mc Graw Hill.
2. Norma Harrison and Danny Samson. 2002. Technology Management: Text and International Cases. Mc Graw Hill.
3. Margaret A. White and Garry D. Bruton. 2007. The Management of Technology and Innovation: A Strategic Approach. Thomson.
4. Gerard H. Gaynor. 1996. Handbook of Technology management. Mc Graw Hill.

BPE 2303 LAND ACQUISITION VALUATION

SYNOPSIS :

This course covers the introduction to compulsory land acquisition; the Land Acquisition Act 1960 (as amended); the First Schedule of the Act; Land Acquisition procedure at the Land Office/ Special Unit at the Land and Mines Offices; Valuation for compensation for land taken; Severance; Injurious affection and other losses and the requirements for the preparation of valuation report. The proceedings are regard to valuers as experts witness and assessor to the judge; considerations in the valuation and reference cases to the high court.

REFERENCES :

1. Azahari Husin (1995). Metodologi Penilaian. Kuala Lumpur: Dewan Bahasa & Pustaka.
2. Federal Constitution of Malaysia
3. K.V. Panmanabha Rau. Land Acquisition in Malaysia (Case dan Commentaries).
4. Malaysian Government Land acquisition Act 1960 (Revised 1999).
5. Singapore Land Acquisition Act Cap 1952.
6. Sabah Land Ordinance Cap 69.
7. Sarawak Land Acquisition Ordinance Cap 88
8. Town and Country Planning Act, 1976.
9. Raja Aris Husin (1987). Prinsip-prinsip dan Praktis Penilaian Harta Tanah. Kuala Lumpur. Dewan Bahasa & Pustaka.
10. Richmond, D. (1994). Introduction to Valuation. The Macmillan Press.
11. The Board of Valuers, Appraisers and Estate Agents – Manual of Valuation Standards, Malaysia.

BPE 2312 INFORMATION SYSTEM FOR REAL ESTATE

SYNOPSIS :

The course intends to introduce students the background knowledge and understanding of the information technology in real estate. The topics covering: Information system concepts, Application and management in real estate sector; Trend in information system; Fundamentals of information system; Database fundamental; Developing

information system; Knowledge-based information system; Economic information systems; Planning and technology; Information system for organizational transformation.

REFERENCES :

1. Dixon, T., Thomson, B., McAllister, P., Marston, A. and Snow, J. (2005). Real Estate and the New Economy: The Impact of Information and Communications Technology. Blackwell Publishing.
2. Effy, O. (2002). Management Information Systems. 3th Edition. Course Technology, Thomson Learning.
3. Turban, E. and King, D. (2003). Introduction to E-Commerce. Prentice Hall.
4. Turban, McLean, Wetherbe (2004). Information Technology for Management. 4th Edition. John Wiley & Sons, Inc.
5. William and Sawyer (2003). Using Information Technology: A Practical Introduction to Computers & Communications. 5th Edition. Irwin-McGraw-Hill

BPE 2322 ADVANCED URBAN PLANNING

SYNOPSIS:

The purpose of this course is to understand the history of town planning in Malaysia. This course has been designed to enhance student capabilities in appreciating the various aspects of town planning in Malaysia particularly with respect to the contexts, system, acts, rules and regulations, the organizations, the processes, types / levels of planning and the form and content of the different types of development plan. Hence, students also understand the concept of development control and the processes and requirements for submission of planning permission from a Local Planning Authority.

REFERENCES:

1. Badaruddin Mohamed & Rahmat Azam Mustapha (2001). "Prinsip-prinsip Perancangan". Prentice Hall, Petaling Jaya.
2. Halmi Zainol (2000). "Pendahuluan kepada Perancangan Fizikal". Biroteks UITM, Kuala Lumpur.
3. Goh Ban Lee (1991). "Urban Planning in Malaysia: History, Assumption and Issues". Tempo Publishing, Petaling Jaya.
4. Ibrahim Wahab (1991). "Perancangan Bandar: Aspek Fizikal dan Kawalan Pembangunan". Kuala Lumpur: Dewan Bahasa & Pustaka.
5. Town and Country Planning Act 1976 (Act 172).
6. Local Government Act 1976 (Act 171).
7. National Land Code 1965 (Act 56)
8. Town Planners Act 1995 (Act 538).

BPE 2332 LAND ECONOMICS

SYNOPSIS :

The course is meant for understanding topics covering; Introduction to economy; introduction to land economics; relation between economy, land and real estate; government intervention in the land economy's system; market, price and investment in real estate; money, credit and real estate; economic return from land resources; taxation

and efficiency; agricultural land's development; land resource development; land use planning, allocation and utilisation. At the end of the course, student will be able to relate current economic values to the topics given. They will be able to interpret current real estate movements accordingly to the land economics characteristics. The development of land is being appreciated by the economical efficiency.

REFERENCES :

1. McKenzi, D. J. and Betts R. M. (2001). Essentials of Real Estate Economics, Ohio: Thomson Learning.
2. Vincent, J. R., Rozali M. A. and Associates. (1997). Environment and Development in a Resource – Rich Economy: Malaysia under the New Economic Policy. Chapter 5. Agricultural Land. Harvard University Press. USA.
3. Mohd. Shahwahid. (2001). Land Economics and Land Law Administration, UPM.

BPE 2343

REAL ESTATE AGENCY AND MARKETING

SYNOPSIS :

The course provides students with an understanding of the Malaysian practice of real estate agency and marketing that focuses on the processes and involvement of relevant parties in the real estate industry. It provides detailed perspectives on the theoretical and practical aspects of real estate agency. The course covers topics on real estate agency, property listing contracts, property related transaction processes, methods of property acquisitions and financing, fundamentals and techniques of property marketing and knowledge on professional estate agents' duties, roles and responsibilities.

REFERENCES :

1. Ismail Omar (2002). Pelaburan Harta Tanah. Kuala Lumpur: Penerbit Dewan Bahasa dan Pustaka.
2. Abdul Hamid (2002). An Introduction to Property Marketing. Skudai: Penerbit University Teknologi Malaysia.
3. Kotler, P (2002). The Principles of Marketing. Singapore: Prentice Hall Ltd.
4. Richard, G.D. (2000). Real Estate Rainmaker. New York: John Wiley & Sons.
5. Visu Sinnadurai (1997). The Sale and Purchase of Property in Malaysia. Singapore: Butterworth & Co.
6. Whitney, R. (2003). Millionaire Real Estate Mentor. Chicago: Dearborn Trade.

3rd YEAR
1st SEMESTER

UM* 1312 FOREIGN LANGUAGE

UMF 1312 FRENCH LANGUAGE

SYNOPSIS :

This course is offered to students focusing on the learning of the basic of French. Students are exposed to the skills of listening, reading, speaking and writing with basic vocabulary, grammar and structure. Students are also provided with a lot of opportunities to practice their communication and writing skills.

REFERENCES :

1. Girardet, Jacky et Cridlig, Jean-Marie, 1996. Méthod de français: PANORAMA 1. Paris: CLE International.
2. Hatier, 1995. Le Nouveau Bescherelle Complete Guide 12 000 French Verbs. Paris: LIBRAIRIE HATIER.
3. Kaneman-Pougatch, Massia et al, (1997). Méthod de français: Café Crème 1. Paris: HACHETTE F.L.E.
4. Grégoir, Maïa et al, (1995). Grammaire Progressive du Français avec 500 exercices. Paris: CLE International.
5. Miquel, Claire Leroy et al, (1995). Vocabulaire Progressive du Français avec 250 exercices. Paris: CLE International.

UMG 1312 GERMAN LANGUAGE

SYNOPSIS :

This course is designed for students to learn the basic of German language. Students are exposed to the skills of listening, reading, speaking, and writing with basic vocabulary, grammar and structure. Students are also exposed to the real daily situations which will help them to communicate using German language.

REFERENCES :

1. Nur Zakiah binti Amir Hamzah, Guten Tag der deutschen sprache, Pejabat Penerbit UTHM
2. Angela Wilkes. 2006. *GERMAN FOR BEGINNERS*, London: Usborne Publishing Ltd.
3. Hartmurt Aufderstrasse. 1998. *Themen Neu 1*, Lehrwerk fuer Deutsch als Fremdsprache, Textbook. Muenchen: Max Hueber Verlag.
4. Dr. Albert H. Small. 1991. *German à la Cartoon*. German Grammar through Cartoons. Passports Books

UMJ 1312**JAPANESE LANGUAGE****SYNOPSIS :**

This course is designed for students to learn basic Japanese language such as speaking, listening, reading, and writing. Students will be exposed to the real daily conversations which will enable them to communicate in basic Japanese language.

REFERENCES :

1. *Kodansya`s Furigana Japanese Dictionary(2005)*
2. *Minna no Nihongo Listening (2006) Second Published :3A Corporation Tokyo*
3. *Minna no Nihongo Jap-English (2006) Second Published :3A Corporation Tokyo*
4. *Japanese Conversation for Beginners (2006) Bonjinsha,Tokyo Japan*
5. *Japanese Language Center for International Students,Tokyo University of foreign Studies*
6. *Modul Pengajaran Bahasa Jepun Tahap 1 (2008) Penerbit UTHM*
7. *The AOTS Nihongo Dictionary for Practical Use (2005) 3A Corporation,Japan*
8. *Informative Japanese Dictionary (2005) Shinchousha Corporation,Japan*

UMK 1312**KOREAN LANGUAGE****SYNOPSIS :**

This course is designed for students to learn basic Korean language such as speaking, listening, reading, and writing. Students will be exposed to the real daily conversations which will enable them to communicate in basic Korean language.

REFERENCES :

1. *Korean 1 (1993) Seoul National University Korea. Language Research Institute*
2. *Speaking Korean Revised Edition Book 1 (1994) Francis Y.T Park, Hollyn International Corp.*
3. *Korean 2 (1993) Seoul National University Korea. Language Research Institute*
4. *Dong-As New Little English Dictionary (1981)*

UMM 1312**MANDARIN LANGUAGE****SYNOPSIS :**

This course is offered to students focusing on the learning of the basic of mandarin. Students are exposed to the skills of listening, reading, speaking and writing with basic vocabulary, grammar and structure. Students are also provided with a lot of opportunities to practice their communication and writing skills.

REFERENCES :

1. *Liang An Xiang. 2002. EPH Publishing (M) Sdn. Bhd. K.L.*
2. *Shi Yun. 2002. EPH Publishing (M) Sdn. Bhd. K.L.*
3. *Claudia Ross & Jing-heng Sheng Ma. 2006. Routledge. London.*
4. *Dr.Lim Choon Bee. 2005. Universiti Putra Malaysia Press. Serdang.*
5. *Hui Jin Chang. 2002. United Publishing House(M) Sdn.Bhd. K.L.*
6. *Claudia Ross. 2002 .Press of Ohio. USA.*

7. Duan Duan Li & Yanping Xie. 2002. Press of Ohio. USA.

UMP 1312 SPANISH LANGUAGE

SYNOPSIS :

This course is designed for students to learn the basic Spanish language. Students are exposed to the skills of listening, reading, speaking, and writing with basic vocabulary, grammar and structure. Students are also exposed to the real daily situations which will help them to communicate using Spanish language.

REFERENCES :

1. Nurul Sabrina Zan: Hola! Hablo español First Edition Batu Pahat: Penerbit UTHM.
2. Joy Renjilian - Burgay, Ana Beatriz Chiquito y Susan M. Mraz: Caminos

UMR 1312 ARABIC LANGUAGE

SYNOPSIS :

This course is designed for students to learn the basic Arabic. Students are exposed to the skills of listening, reading, speaking, and writing with basic vocabulary, grammar and structure. Students are also exposed to the real daily situations which will help them to communicate using Arabic language.

REFERENCES :

1. Mohd Hisyam Abdul Rahim; Ahmad Sharifuddin Mustapha; Mohd Zain Mubarak. 2008. *Bahasa Arab UMR 1312*. Batu Pahat: Penerbit UTHM.
2. Mohd Hisyam bin Abdul Rahim. 2005. *Senang Berbahasa Arab*. Batu Pahat: Penerbit KUiTTTHO.
3. Ab. Halim Mohammed; Rabiyyah Hajimaming; Wan Muhammad Wan Sulong. 2007. *Bahasa Arab Permulaan*. Serdang: Penerbit UPM.
4. Mohd Khairudin Khudri. 2006. *Akar Umbi Pembelajaran Bahasa Arab*. Kajang: One Touch Creative.
5. Sini, Mahmud Ismail; Abd Aziz, Nasif Mustapha; Husayn, Mukhtar. T.th. *al-'Arabiyyah Lil Nashiin, Kitab al-Tilmiz*. al-Mamlakah al-Saudiyah: Idarah al-Kutub al-Madrasiyah, Wizarah al-Taalim.

UMT 1312 TAMIL LANGUAGE

SYNOPSIS :

This course is designed for students to learn the basic Tamil language. Students are exposed to the skills of listening, reading, speaking, and writing with basic vocabulary, grammar and structure. Students are also exposed to the real daily situations which will help them to communicate using Tamil language.

REFERENCES :

1. Tamil Akara¹. Beach, L.W. and Creamer, Feder Chris et., (1984): *Language; Skills and Use. 2nd. Edition*. Scott, Foresman and Company. Illinios
2. A.K. Paranthamanar, (1992) : *Nalla Tamil Ezhuta Venduma*. Orient Longman. Madras, India
3. Manogaran. R. et al., (1997): *Bahasa Tamil Thn. 3*. Jaya Bakti. Kementerian Pendidikan Malaysia, Kuala Lumpur
4. Nesamalar, C. et al., (1995): *ELT Methodology. Principles and Practice and Practice*. Penerbitan Fajar Bakti Sdn. Bhd., Shah Alam

BPE 3353

SPECIAL PROPERTY VALUATION

SYNOPSIS :

The overall subject provides detailed perspectives on theoretical aspects and concepts of special property valuation as the comparable market data is limited. Therefore the student should be able to understand and undertake various complex valuation methods and for the preparation of Report and Valuation in Malaysia. The hand-on concept World enable the students to experience the real case being exercised in the industry.

REFERENCES :

1. Thorne, C. (2005). Valuation for Financial Reporting. College of Estate Management.
2. Harper, D. (2008). Valuation of Hotels for Investors. EG Books.
3. Roddewig, R. J. (2002). Valuing Contaminated Properties – An Appraisal Anthology. Appraisal Institute.
4. Trading related valuation groups (2004). The Capital and Rental Valuation of Hotels in the UK – RICS Books.
5. The Depreciated Replacement Cost (DRC) Method of Valuation for Financial Reporting – Valuation Faculty (Aug 2007), RICS Books.
6. The Board of Valuers, Appraisers and Estate Agents – Manual of Valuation Standards, Malaysia.
7. Valuation of Commercial Property for Secured lending – 3rd Edition (2005), College of Estate Management.

BPE3453

PROPERTY MANAGEMENT

SYNOPSIS :

The overall subject provides detailed perspectives on theoretical aspects and the practice of property management. The topics include introduction to property management, property management planning and marketing, rental/lease negotiation and management; landlord and tenant management; maintenance management; property management budgets and financial management; property risks and insurances; management corporation; the management of residential, commercial and industrial properties; environmental issues in property management and introduction to facilities management.

REFERENCES :

1. Mohd Noor, A.R (2004). "Pengurusan Hartanah Komersil dan Awam". Leeds Publication.
2. Robert C. Kyle; Marie S. Spodek and Robert C. Kyle, consulting editor (2000). "Property Management (6th Edition)". Chicago: Real Estate Education Co.
3. Mark Deakin (2004). "Property management: corporate strategies, financial instruments and the urban environment". Burlington, VT: Ashgate.
4. Griswold, R. (2001). "Property Management for Dummies". New York: Hungry Minds Inc.
5. Joseph W. DeCarlo. (1997). "Property Management". Australia: Thomson Learning.
6. David G. Cotts, Edmond P. Rondeau (2004). "The facility manager's guide to finance and budgeting". New York: American Management Association.
7. Valuers, Estate Agents and Appraisers Act (Amendments) 1999.
8. Strata Title Act 1985
9. Occupational, Safety & Health Act 1994

BPE 3363

ENVIRONMENTAL MANAGEMENT

SYNOPSIS :

The purpose of this course is to clarify and understand the principles of environmental management in real estate management perspectives. This course has been designed to further enhanced student capabilities in tackling issues relating to environmental management, environmental management methods, real estate and environmental issues, whilst challenges of environmental management in Malaysia. The overall aim of this course is to create awareness among students on the environmental sensitivity in managing real estate.

REFERENCES :

1. Malaysia (2005) "Akta Kualiti Alam Sekeliling 1974 (Akta 127)", Kuala Lumpur: International Laws Book Services.
2. Canter, L. W. (1996) "Environmental Impact Assessment", London: McGraw Hill.
3. Curan, M.A. (1996) "Environmental Life Cycle Assessment", London: McGraw Hill.
4. Detwler, T.R. & Marcus, M.G. (1985) "Perbandaran dan Persekitaran Geografi Fizikal Bandar", Kuala Lumpur: Dewan Bahasa & Pustaka.
5. Erickson, S. L. & King, B. J. (1999) "Fundamentals of Environmental Management", New York: John Wiley & Sons Inc.
6. Geotsch, D. L. (2000) "Occupational Safety and Health for Technologies, Engineers and Manager", 7th Edition., UK: Prentice Hall.
7. Goudie, A. (2000) "The Human Impact on the Natural Environmental", 5th Edition., UK: Blackwell Publishers.
8. Jarvis, P. (2000) "The Ecological Principle and Environmental Issue", UK: Arnold Publiher.

BPE 3372

COMPUTER APPLICATION FOR REAL ESTATE

SYNOPSIS :

The course exposes and gives knowledge to the students about the application of computers in real estate fields. The topics cover a concepts, techniques and application of using computer in various disciplines of real estate such as market analysis, valuation, property management and facilities management to generate data sources, data analysis, data presentation and case study.

REFERENCES :

1. Archibus/FM User Guide Manual (2004). Facilities Management Techniques Inc.
2. ArcGIS User Guide Manual (2007). ESRI.
3. Burrough, P. and McDonnel, R. (2000). Principles of Geographical Information System, London: Oxford University Press.
4. Computer Aided Facilities Management Explorer (CAFM). User Guide Manual (2002). FMx Ltd.
5. Davis, B. (2001). GIS: A Visual Approach. 2nd Edition", Onward Press Thomson Learning.
6. Dixon, T., McAllister, P., Marston, A., Thomson, B. and Snow, J. (2005). Real Estate and The New Economy. London: Blackwell Publishing.

BPE 3382 BUILDING SERVICES AND MAINTENANCE

SYNOPSIS :

Building services and maintainance generally covers all aspects to maintain and upgrade of a building value. These include preservation of the physical of the building and the facilities in the building. The subject will focus on the introduction to building services and maintainance, deretmine type, cause and method to prevent building defect, identify type of building services, various laws involve in building maintainance and services, water system, sanitation and drainage system, ventilation system, fire protection system, electrical system and also building Automation system.

REFERENCES :

1. Spellman, R., Franklin. (2003). Safe Work Practices For Wastewater Treatment Plants. Lancaster: Technomic.
2. Burton, L., Franklin and Stensel, H. D. (2003). Solution Manual for use with Wastewater Engineering : Treatment and Reuse. Boston: Mc Graw-Hill.
3. Richard, J. R. (2005). Mechanical and Electrical System in Buildings. Upper Saddle River, N.J: Prentice Hall.
4. Osbourn, D., and Greeno, R. (2002). Introduction to Building. London: Longman Group Ltd.
5. Hall, F., and Greenol, R. (2003). Building Services Handbook. Wallington: Butterworth- Heinemann Publication.
6. Tiun Ling Ta (2003). Pengurusan Kompleks Kediaman Tinggi. Kuala Lumpur: Utusan Publications & Distributors Sdn. Bhd.
7. Tan Boon Tong (2000). Teknologi Binaan Bangunan. Kuala Lumpur : Dewan Bahasa dan Pustaka.
8. Undang-Undang Bangunan Seragam 1982 (Akta 133)
9. Sewerage Services Act 1993 & Regulations and Orders(Act 508)
10. Akta Bekalan Elektrik 1990 dan Peraturan-Peraturan Elektrik 1994(Akta 447)
11. Akta Suruhanjaya Tenaga (Akta 610)

12. Akta Bangunan Dan Harta Bersama (Penyelenggaraan Dan Pengurusan) (Akta 663)
13. Environmental Quality Act and Regulations (Act 127)

BPE 3392 ECONOMIC FOR REAL ESTATE

SYNOPSIS :

The purpose of this course is to introduce student for knowledge related to real estate economics. It will consider basic economic concepts that arise in real estate market. The topics covered are basic knowledge about real estate economics including the introduction, concept, principles; government's role in real estate economy; location decision & agglomeration economics; analysis method for residential, non-residential and regional & community; urban planning and government policy; cyclical behavior of market and externalities of real estate market.

REFERENCES :

1. McKenzie, D. J. and Betts, R. M. (2006). "Essential of Real Estate Economics". South-Western. USA.
2. Evans, A. W. (2004). "Economics, Real Estate & The Supply of Land". Blackwell Publishing. UK.
3. McDonald, J. F. and Mcmillen, D. P. (2007). "Urban Economics and Real Estate: Theory and Policy". Blackwell Publishing.
4. Balchin, P.N., Isaac D. and Chen, J. (2000). "Urban Economics: A Global Perspective". Palgrave. UK.
5. O'Sullivan, A. (2007). "Urban Economics". 6th ed. New York: McGraw-Hill.

3rd YEAR
2nd SEMESTER

BPE 3103 PROPERTY DEVELOPMENT

SYNOPSIS :

This course will give exposure to student about introduction to Real Estate Development; Types and produce designs; Market-suggestion and recycling; Model; Early Analyze; Baject and Proforma; Site Analyze and Site Procurement; Development Concept and Development Group; Project Approval Process and Entitlements; Construction; Marketing, Lease, Real Estate Management and Sale. From end of this course student will be apply appreciate the knowledge to the Real Estate Evaluate and Development, understood about industry process especially in real estate, and the lastly apply knowledge and skill with technology, economic and development law in real estate development.

REFERENCES:

1. Akta Pembangunan Perumahan. 2002.
2. Collier, N.S. 2001. Construction Funding: The Process of Real Estate Development, Appraisal and Finance. 3rd . Editional, USA: John Wiley & Sons.
3. Hosak, W. M. 2001. *Land Development Calculations: Interactive Tools and Techniques for Site Planning, Analysis and Design*. USA: McGraw-Hill Professional.
4. Miles, M., Berens, G.& Weiss, M. 2000. *Real Estate Development: Principles & Process*. 3rd . Editional, London: Urban Land Institute.
5. Schmitz, A. 2000. *Multifamily Housing Development Handbook* (Uli Development Handbook Series). London: Urban Land Institute.
6. Woodson, R.D. 2000. *How to be a Successful Land Developer*. USA: McGraw-Hill Professional.

BPE 3403 REAL ESTATE INVESTMENT & APPRAISAL

SYNOPSIS :

The course is meant for understanding topics covering; Introduction to investment, portfolio theories, introduction to real estate investment, law structuring and real estate characteristics, real estate industry and sub-sector, residential real estate fund, commercial real estate fund, real estate investment analysis, risk analysis, alternative real estate investment.

REFERENCES :

1. Brueggeman, W.B & Fisher, J.D (2002). "*Real Estate Finance & Investment*". 11th Edition, New York: McGraw-Hill Higher Education.
2. David, M.G & Norman. G.M (2001). "*Commercial Real Estate Analysis and investments*". Ohio: Thomson Learning.
3. Imperiale, R (2002). "*Real Estate Investment Trust: New Strategies for Portfolio Management*". New York: John Wiley & Sons.
4. Wiedemer, J.P & Geoters, J.E (2002). "*Real Estate Investments*". 6th Edition, USA: Thomson South-Western.

5. Wiedemer, J.P (2000). "*Real Estate Finance*". 6th Edition, New Jersey: Prentice Hall.
6. Frank, K.R & Keith, C.B (2003). "*Investment Analysis and Portfolio Management*". Ohio: Thomson South-Western.

BPE 3413 REAL ESTATE MARKET ANALYSIS

SYNOPSIS :

Concepts and techniques in market analysis, application of real estate market analysis, application analysis for highest and best use, data sources, data analysis, data presentation and case study.

REFERENCES :

1. Adrienne, S. and Bret, D. L. (2001). *Real Estate Market Analysis: A Case Study Approach*. UK: Urban Land Inst.
2. Leishman, C. (2003). *Real Estate Market Research and Analysis*. London: Palgrave MacMillan.
3. Lizeri, C. and Ball, M. (1999). "The Economics of Commercial Property Market", London: Routledge.
4. Peijie, W. (2001). *Econometric Analysis of The Real Estate Market and Investment*. London: Routledge.
5. Fanning, S. F. (2005). *Market Analysis for Real Estate - Concepts and Applications in Valuation and Highest and Best Use*. New York: Appraisal Institute.
6. McGough, T. and Tsolacos, S. (2008). *Real Estate Market Analysis and Forecasting*, London: Blackwell Publishing.
7. Warren, M. (2000). *Economic Analysis for Property and Business*. London: Routledge.

BPE 3422 PROFESSIONAL PRACTICE

SYNOPSIS :

The course provides overall perspectives on theoretical aspects and professional practice of valuers, property managers and estate agents in Malaysia. It focuses upon the law, responsibility, processes and involvement of relevant parties in the real estate industry. Topics include insights into the Board of Valuers, Appraisers and Estate Agents, Malaysia, professionalism, ethics and values, responsibilities, negligence, client obligations, disciplinary and other proceedings, and the law and rules in relation to the real estate industry.

REFERENCES :

1. Valuers, Appraisers and Estate Agents Act, 1981 (Act 242). Kuala Lumpur: International Law Book Services.
2. Malaysian Valuation Standards. Lembaga Penilai, Pentaksir dan Ejen Harta Tanah, Malaysia.
3. Mohd. Janib Johari (2001). "Etika Profesional". Skudai: UTM.
4. Mustafa Hj. Daud (1996). "Etika Pengurusan". Kuala Lumpur: Utusan Pub. and Dist.

5. Velasquez, M. G. (2006). "Business Ethics, A Teaching and Learning Classroom Edition: Concepts and Cases". Prentice Hall.
6. Ottensmeyer, E.J. & McCarthy, G. D. (1996). "Ethics In The Work Place" New York: McGraw Hill
7. Evans, M. (2002), "Opportunities in Real Estate Careers". UK: McGraw Hill.
8. Galaty, F., Kyle, R. S. & Allanay, W. J. (2002). "Modern Real Estate Practice". Dearborn.
9. David C Ling, Wayne R Archer (2005). "Real Estate Principles – A Value Approach". McGraw-Hill International Edition.
10. William H. Pivar and Donald L. Harlan (1995). " Real Estate Ethics: good ethics = good business". Dearborn Publishing.

BPE 3172

BACHELOR DEGREE PROJECT I

SYNOPSIS :

The course intends to provide an introduction to research for undergraduate students. The aim of this course is to enable student to produce an academic research writing in the specialised field by preparing the full report for the final project as a condition to obtain a bachelor degree. The course comprises the nature of research, the requirements of an undergraduate dissertation, examining the components of research design, developing the literature base to the subject and emphasising on the need to utilize appropriate methods of data collection and analysis as an integral part of the evidence basis of a research investigation.

REFERENCES :

1. Blaxter, L., Hughes, C. and Tight, M. (2001). "How to Research." UK: Open University Press.
2. Cresswell, J. W. (2003). "Research Design, Qualitative and Quantitative Approaches." 2nd Edition. UK: Sage Publications.
3. Gash, S. (2000). "Effective Literature Searching for Students." 2nd Edition, UK: Gower.
4. Sharp, J. A, Peters, J. and Howard, K. (2002). "The Management of a Student Research Project." 3rd Edition. UK: Gower.
5. Salkind, N. J. (2003). "Exploring Research." 5th Edition. New Jersey: Prentice Hall.
6. Yin, R. K. (2003). "Case Study Research: Design and Methods." 3rd Edition, London: Sage Publications Ltd.
7. Chua Yan Piaw (2006). "Kaedah Penyelidikan (Buku 1). Kuala Lumpur: McGraw-Hill (Malaysia) Sdn Bhd.

ELECTIVE I

BPF 3213

GEOGRAPHICAL INFORMATION SYSTEM

SYNOPSIS :

This course has been designed to provide a basic understanding on the purpose of Geographical Information Systems (GIS) tools in the field of real estate management. Students will gain a basic competency in the principles of GIS and the use of database technology; able to use a professional software for data acquisition, handling,

exploration and mapping. Knowledge and skills in spatial analysis and spatial databases will provide students with the skills to develop GIS in addition to working with a range of real estate valuation activities, real estate development, building services and maintenance, spatial analysis, and many more.

REFERENCES :

1. Wyatt, P. & Ralphs, M. (2003) "GIS in Land and Property Management" UK: Taylor and Francis Books Ltd.
2. Norkhair Ibrahim, Zulkepli Majid (2002) "Prinsip Sistem Maklumat Geografi", Skudai: Penerbit Universiti Teknologi Malaysia.
3. Orford, S. (1999) "Valuing the Built Environment: GIS and House Price Analysis", New York: Ashgate Publishing Company.
4. Longly, P. A. *et. al.* (1999) "Geographical Information System", Volume 2, 2nd Edition, New York: John Wiley & Son Inc.
5. Demers, M. N. (1999) "Fundamentals of Geographic Information Systems", 2nd Edition, New York: John Wiley & Son Inc.
6. Castle, G. H. (1998) "GIS in Real Estate: Integrating, Analyzing, and Presenting Locational Information", USA: Appraisal Institute.

BPF 3223

CORPORATE REAL ESTATE MANAGEMENT

SYNOPSIS :

Consideration of real estate management within the overall management strategies and structures of corporate organisations. Examination of the range of corporate organisations and their corresponding disparate aims and objectives in relation to real estate holdings. Critical appraisal of real estate management strategies of exemplar corporate organisations in the public and private sectors. Define a suitable framework for the development of appropriate real estate management strategies. Examination of real estate management structures within corporate organisations and the consequent impact on the effective management of real estate. Consideration of the key functions within real estate management including property audits, asset registers and the concept of assets rent. The purpose of application of benchmarking/key performance indicators within real estate management and the implications of effective management on the scale/nature of corporate real estate portfolios. An exploration of contemporary issues, internal and external to corporate organisations and the changing role of real estate in meeting wider corporate objectives.

REFERENCES :

1. Edenborough, S and Garrett, T (1999), Corporate Real Estate Management, UoP
2. Edwards, V and Ellison, L. (2004), Corporate Property Management : Aligning Real Estate with Business Strategy, Blackwell
3. Weatherhead, M (1997), Real Estate in Corporate Strategy, MacMillan.
4. Hines, M.A (1990), Global Corporate Real Estate Management: A Handbook for Multinational Businesses and Organisations, Quorum Books
5. Krumm (2001), History of Real Estate Management from a Corporate perspectives, Journal of Facilities, vol. 19, no. 7/8, pp. 276-286
6. Bon, R (1994), Ten Principles of Corporate Real Estate Management, Journal of Facilities, vol. 12, no. 5 pp. 9-10

7. Roulac, S (2003), Corporate Real Estate in Ireland: A Current Perspective on Corporate Strategic Decision Making, Journal of Property Investment & Finance, vol. 21, no. 1, pp. 31-44
8. Bon, R (1994), Corporate Real Estate Management in Europe and US, Journal of Facilities, vol. 12, no. 3, pp. 17-20
9. Breintenstein, May and Eschenbaum, (1998), The Components of Corporate Real Estate Management, New York
10. Lopes (1996), Corporate Real Estate Management Features, Journal of Facilities, vol. 14, no. 7/8, pp. 6-11
11. Liow and Ooi (2004), Does Corporate Real Estate Create Wealth for Shareholders?, Journal of Property Investment & Finance, vol. 22, no. 5, pp. 386-400
12. Lopes (1997), A Meta-Model for Corporate Real Estate Management, Journal of Facilities, vol. 15, no. 1/2, pp. 22-28
13. Krumm & Vries, (2003), Value Creation Through the Management of Corporate Real Estate, Journal of Property Investment & Finance, vol. 21, no. 1, pp. 61-72.

BPF 3233

BUILDING TECHNOLOGY FOR HEALTH AND COMFORT

SYNOPSIS :

This subject includes introduction to building technology for health and comfort, indoor air quality, thermodynamic, odour, noise and hearing control, construction materials for health and comfort, health and comfort building in law aspects.

REFERENCES :

1. Coble, R. J., Hinze, J. and Haupt, T. C. (2000). Construction Safety And Health Management. USA: Prentice Hall.
2. CIBSE Guide H. (2000). Building Control Systems. London: Butterworth-Heinemann.
3. Greeno, R. (1997). Building Services, Technology And Design. England: Longman.
4. Binggeli, C. (2003). Building Systems for Interior Designers. Canada: John Wiley & Sons.
5. Lechner, N. (2001). Heating, Cooling, Lighting: Design Methods for Architects. Canada: John Wiley and Sons.
6. Stein, B. and Reynolds, J. S. (2000). Mechanical and Electrical Equipment for Buildings. 9th Edition. USA: John Wiley and Sons.

BPF 3243

RISK MANAGEMENT

SYNOPSIS :

This course emphasizes on increasing students' knowledge and skills in the risks management that forms the responsibility of each staff in an organization. To achieve the objectives of this course, students will be exposed to various terms found in risk management field such as the terminologies, management of different types of risks and work processes as well as the organization financial performance of organization. Besides that, student will also get to determine the types of control, risks funding and the impact of risks that may exists in an organization. Importance is given on mastery of self-directed learning, open discussion and oral presentation.

REFERENCES :

1. Crouchy, M., Galai, D. and Mark, R. (2000) Risk Management. UK:McGraw-Hill Trade.
2. Doherty, N. A. (2000) Integrated Risk Management: Techniques and Strategies for Managing Corporate Risks. McGraw-Hill Professional Publishing.
3. Jorion, P. (2000) Value at Risk- The New Benchmark for Managing Financial Risk. UK:MacGraw-Hill.
4. Roger, J. (2002) Strategy, Value and Risk-Real Options Approach Reconciling Innovation, Strategy and Value Management. UK: Palgrave Macmillan Ltd.

3rd YEAR
3rd SEMESTER

BPE 3184 INDUSTRIAL TRAINING

SYNOPSIS :

Each student, in his/her placement, will have a difference learning experience in the workplace. The required Learning Outcome for this module are concerned with the common skills and competencies, which are essential to effective functioning in the work environmental. All students, as part of their placement will learn new technical skills but these skills will vary according to the type of employment and the nature of the business in which the employment takes place. Hence specific technical skills do not form part of the defined Learning Outcomes, instead it is those skills which will enable students to work effectively and continue to up-date their technical skills throughout their working life.

REFERENCES :

1. Akta Penilai, Pentaksir dan Ejen Harta Tanah, 1981 (Akta 242). Kuala Lumpur: International Law Book Services
2. Mohd. Janib Johari (2001). Etika Profesional. Skudai: UTM
3. Mustafa Hj. Daud (1996). Etika Pengurusan. Kuala Lumpur: Utusan Pub. and Dist.
4. Securities Commission – Rules and Guidelines.
5. The Board of Valuers, Appraisers and Estate Agents – Manual of Valuation Standards, Malaysia.
6. Pivar, W. H. and Harlan, D. L. (1995). Real Estate Ethics: good ethics = good business. Dearborn Publishing.

4th YEAR
1st SEMESTER

BPE 4203 FACILITIES MANAGEMENT

SYNOPSIS :

This course intends to devote the understanding to students on various topics pertaining to facilities management. It includes topics such as the introduction to facilities management, business organization, human resources management and premises management. Apart from that, students will also be exposed to the aspect of social obligation whereby relevant topics such as the facilities services management, working environment management, resources management as well as hospitality facilities management were also included in this course.

REFERENCES :

1. Atkin, B. and Brooks, A. (2000) Total Facilities Management. USA: Blackwell Science.
2. Cotts, D. G. (1999) The Facility Management Handbook. 2nd Edition. USA: Amacom.
3. Nutt, B. and McLennan, P. (2000) Facility Management: Risk and Opportunities. USA: Balckwell.
4. Mcgregor, W. and Then. (2001) Facilities Management and The Business of Space. Butterworth Heinemann.

BPE 4433 QUANTITATIVE TECHNIQUE FOR REAL ESTATE

SYNOPSIS :

Eight main components in this subject: introduction, probability, correlation and regression, multiple regression, hypothesis, sampling and time series analysis.

REFERENCES :

1. Burton, G., Carrol, G. and Wall, S. (2002). Quantitative Methods for Business & Economics. Prentice Hall.
2. Black, K. (2002). Business Statistics for Contemporary and Decision Making. John Wiley and Sons
3. Knoke, D. and Song Yan (2008). Quantitative Analysis in the Social Sciences. SAGE Publication.
4. Oakshott, L. (2001). Essential Quantitative Methods for Business, Management and Finance. Palgrave Macmillan UK Ltd.
5. Fox, J. (2008). A Mathematical Primer for Social Statistics (Quantitative Applications in the Social Sciences. SAGE Publications.
6. Berk, R. A. (2003). Regression Analysis: A Constructive Critic. SAGE Publication.

BPE 4442**CONSTRUCTION PROJECT MANAGEMENT****SYNOPSIS :**

Introduction to Construction Industry : General concept of Project Management , Stage In Development Of Real Estate Project, Involvement of Organization In Real Estate Development, Methods of Project Management, Function of Project Management In the Stage If Project Development, Planning and Technique of Project Planning, Project Monitor and Control.

REFERENCES :

1. Miles, M., Berens, G. and Weiss, M. (2000). Real Estate Development : Principles & Process. 3rd. Edition, London: Urban Land Institut.
2. Collier, N. S. (2001). Construction Funding: The Process of Real Estate Development, Appraisal and Finance. 3rd. Edition, USA: John Wiley & Sons.
3. Woodson, R. D. (2000). How to be a Successful Land Developer. USA: McGraw-Hill Professional.
4. Hosak, W. M.(2001). Land Development Calculations: Intreractive Tols and Techniques for Site Planning, Analysis and Design. USA: McGraw-Hill Professional.
5. Schmitz, A. (2000). Multifamily Housing Development Handbook (Uli Development Handbook Series). London: Urban Institute.
6. Akta Pembangunan Perumahan 2002.
7. Akta Lembaga Pembangunan Industri Pembinaan Malaysia dan Peraturan-Peraturan (Akta520).
8. Akta Kontrak (Akta 136).

BPE 4224**BACHELOR PROJECT II****SYNOPSIS :**

The aim of the course is to develop the skill among students to adopt the right method of undertaking a proper academic research in a specialized field as required by the programme and preparing a proper writing style in report writing for a Bachelor's Degree Project in the Real Estate Management. The course comprises of introduction to academic writing (dissertation, project report and seminar papers, etc.), data collection, sampling methods, data processing, data analysis techniques, elaboration and data presentation, research ethics, research findings and conclusion.

REFERENCES :

1. Cresswell, J. W. (2003). "Research Design, Qualitative and Quantitative Approaches." 2nd Edition. UK: Sage Publications.
2. Gash, S. (2000). "Effective Literature Searching for Students." 2nd Edition, UK: Gower.
3. Sharp, J. A, Peters, J. and Howard, K. (2002). "The Management of a Student Research Project." 3rd Edition. UK: Gower.
4. Salkind, N. J. (2003). "Exploring Research." 5th Edition. New Jersey: Prentice Hall.
5. Yin, R. K. (2003). "Case Study Research: Design and Methods." 3rd Edition, London: Sage Publications Ltd.

6. Chua Yan Piaw (2006). "Asas Statistik Penyelidikan (Buku 2)." Kuala Lumpur: McGraw-Hill Educational.
7. Sheridan, J.C. & Lyndall, S. (2007). "SPSS Version 14.0 for Windows: Analysis Without Anguish." Australia: John Wiley & Sons Ltd.
8. Ticehurst, G. W. & Veal. A.J. (1999). "Business Research Methods: A Managerial Approach." Kuala Lumpur: Longman.
9. Zaidatun Tasir & Mohd Salleh Abu (2003). "Analisis Data Berkomputer SPSS 11.5 Bagi Windows." Kuala Lumpur: Venton.
10. Sabitha Marican (2005). "Kaedah Penyelidikan Sains Sosial." Petaling Jaya: Pearson Malaysia Sdn Bhd.
11. Ranjit Kumar (1996). "Research Methodology: A Step-By-Step Guide for Beginners." UK: Sage Publications.
12. Sulaiman Masri (2005). "Kaedah Penyelidikan dan Panduan Penulisan (Esei, Proposal, Tesis)." Kuala Lumpur: Utusan Publications & Distributors Sdn Bhd.

ELECTIVE II

BPF 4033

ADVANCE REAL ESTATE INVESTMENT AND FINANCE

SYNOPSIS :

The course is meant for understanding topics covering; Introduction to investment, portfolio theories, introduction to real estate investment, law structuring and real estate characteristics, real estate industry and sub-sector, residential real estate fund, commercial real estate fund, real estate investment analysis, risk analysis, alternative real estate investment.

REFERENCES :

1. Brueggeman, W.B & Fisher, J.D (2002). "*Real Estate Finance & Investment*". 11th Edition, New York: McGraw-Hill Higher Education.
2. David, M.G & Norman. G.M (2001). "*Commercial Real Estate Analysis and investments*". Ohio: Thomson Learning.
3. Imperiale, R (2002). "*Real Estate Investment Trust: New Strategies for Portfolio Management*". New York: John Wiley & Sons.
4. Wiedemer, J.P & Geoters, J.E (2002). "*Real Estate Investments*". 6th Edition, USA: Thomson South-Western.
5. Wiedemer, J.P (2000). "*Real Estate Finance*". 6th Edition, New Jersey: Prentice Hall.
6. Frank, K.R & Keith, C.B (2003). "*Investment Analysis and Portfolio Management*". Ohio: Thomson South-Western.

BPF 4263

INTERNATIONAL REAL ESTATE

SYNOPSIS :

The course intends to give an exposure for the students in managing real estate business in international context. The topics are: Introduction of international real estate market; Market growth from technology sources, skill, labour, etc; Main aspect in international real estate sector; the rationale of international real estate business; Capital market in international real estate; Basic International Real Estate Marketing; Internaciona real estate portfolio análisis;

harta tanah antarabangsa; Petunjuk pengukuran di kalangan negara; Polisi pasaran harta tanah antarabangsa; pelaburan asing dalam pasaran harta tanah antarabangsa; Pengukuran asas pelaburan yang kukuh; Pemasaran harta tanah antarabangsa; Isu-isu transaksi pasaran harta tanah antarabangsa; Pengukuran corak kegunaan tanah dan perundangan dan; Risiko-risiko pelaburan dalam pasaran harta tanah antarabangsa.

REFERENCES:

1. Seabrooke, W., Kent, P., How, H. H. H. (2004). International Real Estate: An Institutional Approach. Blackwell Publishing. UK.
2. Chao, Sheau-Yueh J. (2001). Internet Resources and Services for International Real Estate Information-A Global Guide. Greenwood Publishing Group. UK
3. Hines, M. A. (2000). Investing in International Real Estate. Greenwood Publishing Group. UK
4. Hines, M. A. (1998). Guide to International Real Estate Investment. Greenwood Publishing Group. UK

BPF 4283

CONSTRUCTION PROJECT SCHEDULING AND PLANNING

SYNOPSIS :

This course is intending to serve as an introduction to Construction Planning and Scheduling. The following subject topics are included: The Administration of Construction Works, the essentials of Construction Programme and the use of Gantt Charts, Logic Diagramming and Scheduling, the Critical Path Method (CPM), the calculations for project durations, and activity durations, floats, introduction to the programme evaluation and Review Technique (PERT), the application of Monte Carlo technique and introduction to project management software.

REFERENCES :

1. Fletcher, G. (2000) Construction Planning for Engineers. New York: McGraw Hill.
2. Hojjat, A., Asim, K. (2001) Construction Scheduling, Cost Optimization And Management. England: Spoon Press.
3. Gould, F. E. (2002) Managing the Construction Process: Estimating, Scheduling and Project Control. London: Prentice Hall.