

Activity Descriptor

- Participants act as the planning team of a construction company about to build a new school
- Working in small teams they need to ensure all the construction tasks are completed at the right time so that the building is completed within the 47 week schedule
- Each team will be given a resource kit including cards describing each task and time taken to complete them
- Participants read through each card and place them in what they think is the correct order
- They then transfer the list of tasks onto the blank Programme of Works schedule, block- out where along the time line this happens using the highlighting pen provided (remember that some tasks will overlap each other)

Industry Ambassador Support

The Programme of Works (PoW) Challenge will be greatly enhanced by the support of a Construction Industry Ambassador. Ideally you should request a Construction Planner or a Construction Manager, otherwise anyone who has an understanding of the whole construction process. The Industry Ambassador should present their own career story before introducing the activity to the participants. To request Industry Ambassador support please email experience@goconstruct.org

If you are an Industry Ambassador leading this activity:

- Start the activity by delivering a 5-10 minute presentation (informal or formal depending on the situation) covering the following:-
 - What 'sparked' your interest in the industry
 - Career pathway taken including qualifications taken
 - Current role and responsibilities
 - Benefits of working in the Construction Industry
 - Additional skills and attributes required, i.e. time management, good communicator, good I.T. skills, analytical thinking
 - Future ambition

- Explain to the participants that:-
 - Planning a project is the responsibility of the Planner / Construction Manager
 - Dependent on the size of the project, they may be based full-time on site, full-time in the office or a mixture of both
 - Their job also involves producing regular detailed progress reports to show to the client
 - It's an on-going role time-tabling resources such as materials, plant, and labour including sub-contractors
 - Time could be lost through bad weather on site, labour problems etc. or gained, for example use of a skilled and competent workforce, simplified design changes etc
 - Explain that this activity is to plan the actual build and does not include the many months already taken on the design, tendering process or survey of the site
 - Talk through the Participant Brief with the group, including a simple explanation of what a Programme of Works is, i.e. a document which indicates what tasks need to be completed on a construction project and when they need to be completed to ensure the project is completed on time
 - Encourage the participants to engage with you – you could ask them what the consequences might be if all the materials are ordered at the start of a project including plant hire?

Setting the Activity

Put them into groups based on group size, age and time available (minimum 2, maximum 6).

Each team will need:

- 1 x Participant Brief
- 1 x Blank Programme of Works (PoW) Schedule
- 1 x Set of 15 cards – 14 Job description cards + Instruction Card
- 1 x Pencil / Ruler / Eraser / Highlighter Pen
- 1 x Plastic Wallet or Large Envelope to store resources (optional)

Tip: It is a good idea not to give them the packs up-front as they may start handling them during your presentation, rather than listening to you!

Set them a time limit of 20 – 30 minutes to complete the activity

Feeding back on the Activity

- At the end of the activity, time permitting, teams could swap the completed PoW to compare their results.
- You could generate discussion, getting them to justify their decisions.
- You can show an example of the completed solution before leading a feedback session.
- Based on the PoW Schedule Answers document teams to give one mark for each correct task. 5 marks can be deducted (penalty given) if the schedule is in excess of the 47 week time-scale.
- Teams may have slight variations within the PoW, but they must be able to justify their answers in accordance with the instructions on the cards.
- It is important not to give negative comments for incorrect solutions; but try to understand their reasoning and explain sensitively the correct order of task and why.
- If appropriate, ask a nominated representative from each group to feed back on the total number of correct tasks. You may wish to provide a prize if possible.

Concluding the Activity

- Discuss what skills they have used during the activity and what they have learnt about the construction industry.
- Ask each team to collate their resources.
- You may wish to thank them for their team working skills and hope they enjoyed the task