ENGG915
Engineering Contracts
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Instructor contact details
Lecturer-in-charge: TBA
Office location: to be announced
Email: TBA or send general enquiries to wlyxy_29@zju.edu.cn
Consultation Times: to be announced, and by appointment

Teaching Times and Locations
The Time and Location: TBA

Units of Credit
The course is worth 6 units of credit, with total of 40 teaching hours.

Course Description
This course will be teaching students the skills required in drafting, negotiating and working with commercial and engineering contracts. It aims on combining the traditional legal perspective of the law of contract with the practical needs of the engineer or manager who is seeking for an effective solution to their problem. Electrical, chemical, mechanical, electronic and civil engineering cases are applied to help students gain better insights in practical application. Additionally, students will learn to draft and prepare an engineering contract based on relevant statutes and standards set by engineering institutions through giving reference to their standard forms of contract. Case-studies of genuine and practical origin from the author's wide-ranging experience in industrial practice will be used to supplement students' learning throughout the course.

Prerequisite
N/A.

Learning Resources

Learning Objectives
By the end of this course students should be able to:

- Understand the process of drafting, negotiating and working with commercial and engineering contracts.
- Able to appreciate the risks involved in delivery of contract and other factors which can affect delivery.
- Outline relevant statutes and other legislation currently in force as well as a list of the engineering institutions and their standard forms of contract.
- Draft and prepare a competent engineering contract with the appropriate structures

**Course Delivery**

The course will be taught in English through lectures, tutorials, group activities, student projects and presentations. In addition to these, there will also be guest speakers and optional field trips available for students who would like to enhance their learning experience. The course will be delivered within 16 sessions, with each session totaling 2.5 hours-inclusive of both a lecture and tutorial. These sessions will be running during the weekdays, Monday to Friday. The course will be at total 40 hours.

<table>
<thead>
<tr>
<th>Topics</th>
<th>Activities</th>
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<tbody>
<tr>
<td>Introduction of the course and project briefing</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Planning and making contracts</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Structuring contracts</td>
<td>Lecture; Tutorial</td>
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<tr>
<td>Pricing and payments</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Terms about risk and delivery</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Progress in engineering contracts</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Quality and fitness for purpose</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Liabilities, exclusions and indemnities</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Ownership of goods and intellectual property rights</td>
<td>Lecture; Tutorial</td>
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<tr>
<td>Agreements involving multiple parties</td>
<td>Lecture; Tutorial</td>
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<tr>
<td>Topic</td>
<td>Mode</td>
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<td>--------------------------------------------------</td>
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<tr>
<td>Relevant legislation and industry standards</td>
<td>Lecture; Tutorial; Quiz</td>
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<tr>
<td>Negotiating legal and financial matters</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Designing and structuring an engineering contract</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Different engineering institutions and standard contracts</td>
<td>Lecture; Tutorial</td>
</tr>
<tr>
<td>Common issues in contract formation</td>
<td>Lecture; Tutorial; Group project presentation</td>
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<tr>
<td>Ethical practice</td>
<td>Lecture; Tutorial; Group report submission</td>
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**Assessments:**

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Weight</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Class participation</td>
<td>10%</td>
<td>Everyday in Class</td>
</tr>
<tr>
<td>Quiz</td>
<td>20%</td>
<td>12th July 2019</td>
</tr>
<tr>
<td>Group project presentation</td>
<td>10%</td>
<td>18th July 2019</td>
</tr>
<tr>
<td>Group project report</td>
<td>20%</td>
<td>18th July 2019</td>
</tr>
<tr>
<td>Final exam</td>
<td>40%</td>
<td>19th July 2019</td>
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</tbody>
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**Tutorial participation (10%)**
Active engagement in class activities and discussions are encouraged to consolidate what has been taught in lectures.

**Quiz (20%)**
To be completed in the lecture during the specified dates. Students are required to answer multiple choice and short answer questions to demonstrate that they have understood the course content.

**Group project (20%) and class presentation (10%)**
Details of the sustainable design project will be announced in class. Students will be allocated into groups to complete a group project. They are required to work
collaboratively with each other to complete this task and present it to the class through a
powerpoint presentation.

A sustainable design project is to be developed, with:
· 8 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 day the assessment is late
  and the assessment will not be accepted after 5 days (including weekends).
  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
  any other commitments. A request for an extension must be formally 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 should include
  reasons detailing the need for an extension.

Final examination (individual) 40%

A 2 hour final exam will be conducted during the university’s examination period. All
students are expected to be present for this exam. The details of final exam will be
announced in class.

Grade Descriptors:

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<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Range</th>
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<tbody>
<tr>
<td>HD</td>
<td>High Distinction</td>
<td>85-100</td>
</tr>
<tr>
<td>D</td>
<td>Distinction</td>
<td>75-84</td>
</tr>
<tr>
<td>Cr</td>
<td>Credit</td>
<td>65-74</td>
</tr>
<tr>
<td>P</td>
<td>Pass</td>
<td>50-64</td>
</tr>
<tr>
<td>F</td>
<td>Fail</td>
<td>0-49</td>
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</tbody>
</table>

High Distinction 85-100
Treatment of material evidences an advanced synthesis of ideas
Demonstration of initiative, complex understanding and analysis
Work is well-written and stylistically sophisticated, including appropriate referencing,
clarity, and some creativity where appropriate
All criteria addressed to a high level
**Distinction 75-84**
Treatment of material evidences an advanced understanding of ideas
Demonstration of initiative, complex understanding and analysis
Work is well-written and stylistically strong
All criteria addressed strongly

**Credit 65-74**
Treatment of material displays a good understanding of ideas
Work is well-written and stylistically sound, with a minimum of syntactical errors
All criteria addressed clearly

**Pass 50-64**
Treatment of material indicates a satisfactory understanding of ideas
Work is adequately written, with some syntactical errors
Most criteria addressed adequately

**Fail 0-49**
Treatment of ideas indicates an inadequate understanding of ideas
Written style inappropriate to task; major problems with expression
Most criteria not clearly or adequately addressed

**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 Zhejiang University in all programmes of study, including non-graduating students. It is to reinforce the University's commitment to maintain 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 mark/fail grade;
  - Marking down;
  - Re-doing/re-submitting of assignments or reports; and
  - Verbal or written warning.