**PREFACE**

I am glad to welcome you to the Department of Quantity Surveying, Obafemi Awolowo University, Ile-Ife, a centre of excellence for the training of professional Quantity Surveyors not only in Nigeria but also in Africa. The Department is the first to offer Quantity Surveying Programme of all the Universities located in Southwestern Nigeria. The introduction of B.Sc. (Honours) Quantity Surveying programme in 1977 under the then Department of Environmental Planning, Design and Management heralded the establishment of full-fledged Department of Quantity Surveying in 1981. The Department has since its establishment offered undergraduate and postgraduate programmes in Quantity Surveying and it has successfully trained thousands of Nigerians and non-Nigerians who are occupying top positions in private practice, government and academia all over the world.

Over the years, the Department has reviewed her programmes in response not only to current practice and demands of the construction industry but also in anticipation of future trends in Quantity Surveying practice. This 2014 – 2019 edition of the Students’ Handbook is the product of a review of the 2007 edition, necessitated by the need to increase its ICT and construction marketing and finance contents. In addition, contemporary issues like construction project management, gender issues, conflict management and international construction practices and procedures as well as specialized areas like heavy and process engineering technology and measurement are also included.

The Department has made tremendous contributions as one of the oldest Departments of Quantity Surveying in Nigeria in providing leadership to other institutions offering Quantity Surveying programmes. Brilliant performances of our graduates in professional examinations in and outside Nigeria attest to the quality of our academic staff and programmes. The quality of the academic staff has improved tremendously in the last 5 years with four additional lecturers obtaining their Ph.D degrees and four others currently pursuing theirs of which two are nearing completion. Presently, the Department is privileged to have one of the best staff mix among the Departments offering Quantity Surveying in the country. Regarding core Quantity Surveying academics, the Department has 3 full Professors, 2 Senior Lecturers, 7 Lecturers and 1 Assistant Lecturer. In addition, the Department has cognate lecturers teaching on the Quantity Surveying programme, consisting of 2 Professors, 6 Senior Lecturers and 3 Lecturers. Together, this gives us a total of 23 full time academics, consisting of 5 Professors, 8 Senior Lecturers and 10 Lecturers. This gives the Department a staff mix of 22: 35: 43 which is well within the acceptable margin of the 20: 35: 45 staff mix recommended by the National Universities Commission (NUC). Moreover, the Department has 4 support staff members, consisting of a Confidential Secretary, a Chief Typist, A Clerical Officer and a Chief Office Assistant. The Department has for many years enjoyed full accreditation by the NUC and Quantity Surveyors’ Registration Board of Nigeria (QSRBN).

This Handbook provides pertinent information that will be of immense benefits to students and other enquirers. It highlights the programmes of study provided in the Department, the admission and graduation requirements, course structure and contents as well as the grading system. In addition, it provides other necessary information about the workings and operations of the Department in particular and other related units of the University in general. As you commence your career development, as a student in this great Department, I enjoin you not only to pass through the University, but to open your mind to embrace positive ideas that will allow the university to pass through you as well. I wish you a rewarding sojourn at GREAT IFE and outstanding success.

Professor H. A. Odeyinka PhD, FNIQS, MRICS, FHEA, MAPM
Head, Department of Quantity Surveying

**HISTORICAL NOTES**
1.2.1 History of the University

A brief history of the University and the Faculty of Environmental Design and Management as contained in Obafemi Awolowo University, Ile-Ife, Nigeria Calendar, 2004-2006 and Faculty of Environmental Design and Management handbook respectively with the history of the Department of Quantity Surveying is given below.

Obafemi Awolowo University (formerly, University of Ife), Ile-Ife is one of the three Universities established in Nigeria between 1961 and 1962 as a result of the report submitted to the Federal Government in September, 1960, by a Commission it appointed in April 1959 under the Chairmanship of Sir Eric Ashby, Master of Clare College, Cambridge, to survey the needs of post-secondary and higher education in Nigeria over the next twenty years.

The Government of Western Nigeria first announced in 1960 its intention to establish as soon as possible a University in Western Nigeria which would be of the highest standard. Its policy would be to open its doors to students from all parts of the Federation and of the World.

The planning of the Obafemi Awolowo University was entrusted to two Committees. The first being a University Planning Committee comprising persons qualified to advice on the planning of a new University, and who in effect undertook the preparatory work connected with the establishment of the University pending the setting up of the Provisional Council of the University. The second committee was the University Parliamentary Committee, which was advisory to the Minister of Education. On 8th June, 1961 the Law providing for the establishment of the Provisional Council of the university was formally inaugurated under the Chairmanship of Chief Rotimi Williams.

On 11th June, 1970, an Edict known as the University of Ife Edict, 1970 was promulgated by the Government of the Western State to replace the Provisional Council Law of 8th June, 1961. This Edict has since been amended by the Obafemi Awolowo University, Ile-Ife (Amended) Edict No. 11 of 1975 (Transitional Provisions) Decree No. 23 of 1975. This new Decree effected a take over of the Obafemi Awolowo University by the Federal Military Government and established a Provisional Council as an interim governing body of the University which shall subject to the general direction of the Head of the Federal Government, control the policies and finances of the University and manage its affairs. Governing Council has since replaced this Provisional Council.

The site selected for the University was at Ile-Ife, a town about 80 kilometres northeast of Ibadan in Oyo State (part of the old Western State). Ife is famous as the centre of an ancient civilization and home of the Museum, which contains the renowned Ife heads. It was intended that temporary buildings should be put up on the site to enable teaching to commence in October 1962 while the permanent buildings were being planned and erected. But when the Federal Government transferred the Ibadan Branch of the Nigerian College of Arts, Science and Technology to the University, it was decided that it would be unnecessary to put up temporary buildings at Ife and the University was temporarily located on the site of Ibadan Branch of the Nigerian College. Teaching began in October 1962 with an initial enrolment of 244 students. The teaching, administrative and technical staff, either transferred from the Nigerian College or newly recruited from abroad numbered about eighty.

The University started with five Faculties - Agriculture, Arts, Economics and Social Studies (now Social Sciences), Law and Science. Six new faculties have since been added, namely the Faculty of Education (established on 1st October, 1967), the Faculty of Pharmacy (established on 1st October, 1969), the Faculties of Technology and Health Sciences (now College of Health Sciences) (both established on 1st
October, 1970) Faculty of Administration (which replaces the former Institute of Administration with effect from 1st October 1979) and Faculty of Environmental Design and Management (established on April 6, 1982).

In 1992, the University established a collegiate system with five Colleges. The system did not function effectively and was abandoned after two years. However, the Postgraduate College and the College of Health Sciences were retained. The College of Health Sciences now comprises of the Faculties of Basic Medical Sciences, Clinical Sciences and Dentistry.

The Adeyemi College of Education located in Ondo and the Institute of Agricultural Research and Training in Ibadan were initially integral part of the University. Although the Adeyemi College was separated from the University in 1975, however, there is still a close relationship between the two institutions. The College offers degree programme of the University under a system that is closely monitored by the University. The Institute of Agricultural Research and Training, Ibadan with a branch at Akure in Ondo State, used to be fully superintended by the University in 1991. However, the Akure branch and the College of Animal Science of the Institute continued to report to the Federal Government through the Director of the institute. In terms of funding, the Institute of Agricultural Research and Training now relates to the Federal Ministry of Agriculture while the University still has administrative responsibility for the Research and Administrative staff of the Institution. The Director and the Secretary of the institute are responsible to the University through the Vice-Chancellor and Registrar respectively. The Vice-Chancellor is the Chairman of the Institute's Governing Board.

The following other Institutes and major units exist in the University:

- The Natural History Museum
- The Institute of Ecology and Environmental Studies
- The Centre for Gender and Social Policy Studies
- The Centre for Industrial Research and Development
- The Institute of Public Health
- The Institute of Cultural Studies
- The Physical Planning and Development Unit
- The Computer Centre
- The Drug Research and Production Unit
- The Equipment Maintenance and Development Centre
- The Central Technological Laboratory Workshop
- The Central Science Laboratory
- The Centre for Distance Learning

Finally, some other agencies over which the University has no direct, or, in some cases limited control, have premises within the University. These include

- The Regional Centre for Training in Aerospace Surveys
- The National Centre for Technology Management
- The Centre for Energy Research and Development
- The African Regional Centre for Space Science and Education in English.

The student population rose steadily from 244 in 1962/63 to over 30,000 at the end of the 2013/2014.

Mission, Vision and Objectives of the University
(a) **MISSION**

To create a teaching and learning community for imparting appropriate skills and knowledge, behaviour and attitude; advance frontiers of knowledge that is relevant to national and global development; engender a sense of selfless public service; and promote and nurture the African culture and tradition.

(b) **VISION**

The vision is of a top rated University in Africa, ranked among the best in the world, whose products occupy leadership positions in the public and private sectors of the Nigerian and global economy, that has harnessed modern technology, social, economic and financial strategies, built strong partnerships and linkages within and outside Nigeria and whose research contributes a substantial proportion of innovations to the Nigerian economy.

(c) **STRATEGIC OBJECTIVES**

1. To produce graduates of international standard, with appropriate knowledge and skills in their field of study, who will be highly employable and able to employ themselves.

2. To provide high quality research and development activities that will promote the development of the Nation and enhance the image of the University and the researchers.

3. To harness modern technology especially ICT and modern social, economic and financial strategies to run a cost of efficient and effective academic programme and institutional management.

4. To provide services that have relevance to and impact on the local community and the Nation.

5. To provide conditions of study, work and living in the University Community that are of appropriate standard.

6. To expand access to tertiary education in the face of unmet demand.

7. To operate as an equal opportunity educational institution, sensitive to the principle of gender equity and non-discriminatory on the basis of race, ethnicity, religion or physical disability.

1.2.2 **Members of the University**

The members of the University as defined on statute 2(1) are:

(a) The Officers of the University;

(b) The members of the Council;

(c) The members of the Senate;

(d) The members of the Academic Staff;

(e) The Graduates;

(f) The students; and such other persons as may by statute be granted the status of members.

A person shall remain a member of the University only as long as he is qualified for such membership under any of the sub-paragraphs of paragraph (1) of this Statute.
1.2.3 The Officers of the University

The Officers of the University as contained in Statute 3 shall be:

(a) The Chancellor;
(b) The Pro-Chancellor;
(c) The Vice-Chancellor;
(d) The Deputy Vice-Chancellor (Academic);
(e) The Deputy Vice-Chancellor (Administration);
(f) The Registrar;
(g) The Librarian;
(h) The Bursar; and
(i) Such other persons as may by Statute be granted the status of officers.

1.2.4 Establishment of the University Council

(a) Functions

The University Council to be known as the Council of the Obafemi Awolowo University, Ile-Ife was established by the University of Ife Edict, 1970. The Edict states that Council shall be the governing authority of the University and shall have the custody, control and disposition of all the property and finances of the University and, except as may otherwise be provided in the Edict and the Statutes, shall manage and superintend generally the affairs of the University and, in any matter concerning the University not provided for or under this Edict, the Council may act in such manner as appears to it best calculated to promote the interests, objects and purposes of the University.

The Council, subject to the provisions of the Edict and Statutes has the following functions among others:

(i) to determine, in consultation with Senate, all University fees;
(ii) to establish, after considering the recommendation of the Senate on that behalf, Faculties, Institutes, Schools. Boards, Departments and other units of learning and research; to prescribe their organization, constitution and functions and to modify or revise the same;
(iii) to authorize, after considering the recommendations of the Senate in that behalf, the establishments for the academic in the University, and with approval of the Senate, to suspend or abolish any academic post except a post created by this Edict or the Statutes;
(iv) to authorize the establishments for the administrative staff and other staff in the University and to suspend or abolish any such posts other than posts created by this Edict or the Statutes;
(v) to make the appointments authorized by this Edict and the Statutes;

(vi) to exercise powers of removal from office and other disciplinary control over the academic staff, the administrative staff and all other staff in the University;

(vii) to supervise and control the residence and discipline of students of the University and to make arrangements for their health and general welfare.

(a) **Composition of the Members of Council**

The Council as contained in Statute 10(1) as amended by Decree No. 11 of 1993 and Decree 25 of 1996 shall consist of the Following members:

(i) **Ex-Officio Members:**
   - Pro-Chancellor
   - The Vice-Chancellor
   - The Deputy Vice-Chancellors

(ii) 1 member from the Federal Ministry of Education

(iii) 4 members appointed by National Council of Ministers

(iv) 4 members of Senate appointed by Senate

(v) 2 members of the Congregation elected by the Congregation

(vi) 1 member of Graduates Association elected by Graduates Association

The Senate shall prescribe which Departments and subjects of study shall form part or be the responsibility of each of the Faculties. The next level of organization is the Faculty where the teaching and other activities of the Departments are co-coordinated. Proposals generally come from Departments to the Faculty Board although they can also be initiated at the Faculty level in which Departments normally have an opportunity to consider them before the Faculty Board takes a decision. The membership of the Faculty Board is stipulated in Statute 13(3) thus:

(a) The Vice-Chancellor

(b) The Deputy Vice-Chancellors

(c) The Dean of the Faculty

(d) The Professors and Heads of Departments comprising the Faculty;

(e) Such other full-time members of the academic staff of the Departments comprising the Faculty as the Senate may determine after considering the recommendation of the Faculty Board;

(f) Such other Professors and other Heads of Departments, as the Senate may determine after considering the recommendation of the Faculty Board;
Such other persons within or outside the University as the Senate may appoint after considering the recommendation of the Faculty Board.

The next level is that of Departments which consist of groups or teachers and sometimes Research Fellows in a single subject with a Head who is usually although not always a Professor generally appointed by the Vice-Chancellor.

The Department is the normal basic unit of academic organization. It is at this level that the organization of teaching and the use of research facilities are primarily worked out. Senate may however recommend the creation of Institutes for groups of specialized subjects or discipline that require interdisciplinary research efforts and thus, cut across Faculties in scope.

1.3 Organizations and Administration

The Vice-Chancellor is the Chief Executive Officer of the University and five other Principal Officers of the University, namely; the Deputy Vice-Chancellors (2), the Registrar, the University Librarian and the Bursar report to him. The University Librarian is in charge of the University Library while the Bursar takes charge of the University finances. The Registrar is the Secretary to Council and the Chief Administrative Officer of the University and he assists the Vice-Chancellor in the day-to-day administration of the University. He is also the Secretary to Senate and heads the Registry, comprising the Directorate of Academic Affairs, the Directorate of Council Affairs, Division of Corporate Services and the Director of Personnel Affairs. The Planning, Budgeting, Monitoring Management Information System Unit takes care of the academic planning, budgeting and monitoring needs of the University and is under the Vice-Chancellor's Office.

The University Central Administration also includes some Units providing common services. They are the Medical and Health Services, the Division of Maintenance Services, the Physical Planning and Development Unit and the Computer Centre, Heads of these units report to the Vice-Chancellor.

1.3.1 Congregation

The Congregation comprises all full-time members of the academic staff and every member of the administrative staff who holds a degree of any recognized University. It discusses and declares an opinion on any matter whatsoever relating to the well being of the University. It has twelve elected members in Senate and two elected members in the University Council.

1.3.2. The History of the Faculty of Environmental Design and Management

The history of the Faculty dated as far back as 1970 with the establishment of the Department of Estate Management in the Faculty of Technology. The Department of Estate Management was expanded in October 1977 to include academic programmes and specializations in Architecture, Building, Quantity Surveying and Urban & Regional Planning. These five Departments metamorphosed in 1982 into a Faculty of Environmental Design and Management. The Department of Fine Arts was added to it in 1990.

The Faculty is also at the forefront in research and has viable postgraduate programmes in all fields of the Environmental Design and Management. This is because all the offices have connectivity to the
internet for easy access to learning materials. Other sister universities in the country look up unto us for the postgraduate training of their academic staff.

The Faculty, through its postgraduate programmes, has produced high level manpower not only for the Faculty but for the needs of many Universities and other establishments in Nigeria and worldwide. The products of this Faculty are also in the managerial positions in the private and public organizations not only nationally but also internationally. As a matter of fact, they are in the forefront of the construction industry, charting the road for others to follow.

We are in the process of reviewing our academic programmes paying particular attention to the needs of employers and also to the development of entrepreneurship knowledge and skills. New courses are being designed and introduced. We are keen to collaborate with similar institutions, corporate bodies in Nigeria and those in the diaspora.

Presently, the active alumni of the Faculty are from all the Departments in the Faculty especially Department of Quantity Surveying and they have contributed in no small measure to the growth and development of the Faculty and the Departments. It is hoped that other alumni will join hands with the active ones to assist the Faculty to sustain our lead position among Nigerian Universities and rank among the best in the world.

1.3.3.1 The History of the Department of Quantity Surveying

The B.Sc. Quantity Surveying programme was introduced in 1977 under the then Department of Environmental Planning, Design and Management leading to the establishment of a full fledged Department of Quantity Surveying in 1981. The Department has since its establishment offered undergraduate and graduate programmes in Quantity Surveying. Over the years, the Department has reviewed its programmes in response to not only current practice and demands of the construction industry but also to anticipated future trends in quantity surveying practice and theory.

The Department has trained thousands of Nigerians and non-Nigerians who are occupying top positions in private practice, Government and academics all over the world. One of our products is a world renowned professor in England and another holds a top post in the Engineering Services Department of the UN Atomic Energy Agency in Vienna, Austria. The Department has also made tremendous contributions as one of the oldest departments of Quantity Surveying in Nigeria in providing leadership to other institutions offering quantity surveying programmes. Brilliant performances of our graduates in professional exams in and outside Nigeria attest to the quality of our programmes. The quality of the academic staff has improved tremendously with three lecturers obtaining their Ph.D. degrees in the past one year and three others currently pursuing theirs both locally and outside Nigeria. Also, in the past five years, the Department has trained four graduate assistants who all progressed to the rank of Assistant Lecturer.

The Department is looking for brilliant young men and women who have the ability and zeal to go through training in a wide range of skills including sustainable construction, law, accounting, estimating, construction procurement, project management, risk and value management and ICT to form the vanguard of the next generation of Quantity Surveyors required in the construction industry, the banks/other financial institutions, the oil and gas industry, the armed forces/police, the public service and the academia of the future.
1.3.4. Information on Facilities

Hezekiah Oluwasanmi Library

(i) Plan of the Library

The Library consists of the North and South wings, which are connected by walkways on two levels.

(ii) Membership

Membership of the Library is available, on completion of a registration card, to all students, members of the senior staff of the university and such other persons as may be determined by the Library Committee or the University librarian on behalf of it.

Students are required to renew their registration at the beginning of each academic year. Library Cards and Borrower's Tickets are not transferable; books issued on them remain the responsibility of the person whose name appears on them.

A Lost Library Card or Borrower's Ticket may be replaced on submission of a written application.

(iii) The Library Collection

Hezekiah Oluwasanmi Library now contains over 380,000 volumes. It consists of two main areas:

(a) The Undergraduate Areas and
(b) The Research Areas.

1. Serial Collection

The Serials Collection consists of:

(i) Current journals, the most current issues of which are shelved in the display section of the Serials Room.

   a. Latest back files i.e. the latest 10 years of journals, which are on open access to registered senior staff and postgraduate students.

   b. Older back files i.e. journals older than ten years, are on closed access to all categories of readers who must obtain and complete request forms at the serials hatch.

2. African Special Collection

The African Special Collection is a collection of rare and other books of primary interest to people whose fields of interest are in African Studies. Staff publications and theses submitted for hither degrees of the University as well as of other Universities are also housed there. The Collection is closed access.

3. Documents Collection
The Documents Collection includes official publications of the Federal Government of Nigeria, the old regional governments, the present state governments and the Federal Capital Territory. It also includes publications of other African governments and international organizations.

4. Reference Collection

Dictionaries, encyclopedia, handbooks, directories, atlases, University Calendars, etc. are shelved in the Reference Room. Bibliographies, indexes and abstracts are available in the Bibliography Room. Reference books do not ordinarily circulate.

A newspaper clippings file (post-October: 1985) and a vertical file of reprints and other pamphlet type material is kept in the Reference Room.

5. Reserve Collection

(i) Day reserve collection

Multiple copies of textbooks, particularly some of those recommended for specific courses, are shelved in the Reserve Books Room on Floor 3 North Wing East.

(ii) Two Hour Reserve

Some other materials, periodical articles in particular, are placed on 2-hour reserve. These may be obtained on request (signature and seat number required) and retained for a period of two hours at a time, subject to renewal, provided other readers have not demanded the materials.

6. Recent Accessions

A selection of books added to the Library stock is normally displayed for several days before being put in the main collection. The books may not be borrowed while on display but may be reserved at the loans Desk.

Catalogues

A library catalogue is a finding list of books and other materials available in the library. The following catalogues can be found in the Catalogue Hall:

(i) The Author/Title Catalogue
(ii) The Subject Catalogue
(iii) The Shelf list
(iv) The Serials Catalogue
(v) The Documents Catalogue

How to Borrow a Book

When you have found the book you want to borrow, you will be required to sign your name and address on the book card provided in duplicate. You must surrender a Borrower's Ticket for each book borrowed.
When you return a book, you must ensure that you receive your Borrower's Ticket back immediately.

**Reservation**

**Filling a reservation slip can reserve a book**; in which case, it will not be renewed for the present borrower when returned, and, if it is already overdue, it will be recalled at once.

**Inter-Library Loan**

If the book you require is not in stock, it is often possible to borrow it from another library. This service is dependent on goodwill and cooperation between libraries, and readers who benefit from it are required to observe the regulations applying to each loan.

**Photocopying Services**

Within the limitations imposed by copyright, the library is able to supply readers with photocopies of periodical articles and parts of books at moderate charges.

**Penalties for Overdue or Lost Books**

Penalties for overdue books will be imposed as follows:-

(a) N5.00 per day for the first 30 days; thereafter all loan privileges will stop.

(b) Books specially recalled by the university Librarian would attract a fine of N 10.00 per day after third day from the date of recall.

(c) Books lost or damaged will attract a fine five times the current cost of the books.

(d) No student will be allowed to attend the Graduation Ceremony or receive his/her certificate without a clearance certificate from the University Library to the effect that no book or fine is outstanding against him or her.

**Library Opening and Closing Hours**

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<tr>
<th>Day</th>
<th>Time</th>
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<tr>
<td>Monday – Friday</td>
<td>8.00 a.m. - 8.00 p.m.</td>
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<tr>
<td>Saturday</td>
<td>8.00 a.m. - 4.00 p.m.</td>
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<td>Sunday</td>
<td>2.00 p.m. - 8.00 p.m.</td>
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**Vacation Period**

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<th>Day</th>
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<tr>
<td>Monday – Friday</td>
<td>8.00 a.m. - 6.00 p.m.</td>
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**B. Division of Students' Affairs.**

1. **Guidance and Counseling Unit:**

The Division of Students' Affairs has Professional Counselors who are committed to helping students grow in self understanding in the process of integrating their personal and academic experiences. The services are free to students and are confidential (i.e. not used as part of his/her other University records). The services include personal counseling, group counseling, study skills improvement, tests anxiety reduction, personal crisis intervention, psychological testing, career and occupational counseling and
settlement of grievances between students. Where necessary, consultations are made with campus organizations, specialists and academic Departments, to ensure that students' problems are resolved satisfactorily.

The Counselors can be contacted in Rooms 9 and 10 Division of Students' Affairs between 10.00 a.m. and 2.00 p.m. Monday to Friday.

2. Scholarship and Financial Assistance:

The Division of Students' Affairs serves as a link between students and sponsoring authorities, both within and outside Nigeria. Students are advised to check the Notice Boards in their respective faculties as well as those at the Division of Student Affairs Building for advertisements and other relevant information.

Liaison is also maintained between students and governments at various levels for scholarship and bursaries.

1.3.5 Roll of Honours for Students

Senate at a Special Meeting held on Wednesday, 1st November, 2006 decided that Roll of honours for Students be instituted in the University to enhance discipline and good performance among students.

All students are enjoined to strive to be on the Honours Roll.

The details are as follows:

(i) The Honours Roll should be at three levels, namely:

(a) Departmental Honours Roll
(b) Provosts/Deans Honours Roll
(c) University/Vice-Chancellor's Honours Roll

(ii) The beneficiaries must have a minimum CGPA of 4.0 for Departmental Honours Roll; 4.25 for Provost/Deans honours Roll and 4.5 for Vice-Chancellor/University Honours Roll in all the Faculties except the Faculty of Pharmacy and College of Health Sciences where the candidates are expected to have a cumulative average of 60% and 62% respectively.

(iii) The beneficiary must maintain this grade annually to continue to enjoy the award.

(iv) The recommendations must be processed along with results of Rain Semester examinations.

(v) The student must be of good conduct.

(vi) He/she must not have outstanding or carry-over courses and must not be repeating the year.
(vii) No student on Leave of Absence shall enjoy the Annual Roll of Honours Award.

(viii) No student that has a disciplinary problem shall enjoy the award.

(ix) The award shall be based on the recommendation of the Departmental Board of Examiners and the Faculty Board of Examiners, while that pertaining to the Vice-Chancellor/University shall be processed through the Committee of Deans.

(x) Names of beneficiaries shall be displayed as follows;

- Departmental Honours - Departmental Notice Board
- Provost/Deans Honours - Faculty Notice Board
- Vice-Chancellor/University Honours - Floor '0' Secretariat Building

(xi) Each beneficiary shall be given a certificate.

1.4 University Examination Regulations

Some University Examination Regulations students should note as contained in University Examination Regulations for first Degrees, Diplomas and Certificates are:

1.4.1. Registration for University Examinations

(a) A candidate for a University examination must have registered the courses in the prescribed format not later than the closing date prescribed for registration for such courses. Any candidate who fails to register for courses at the appropriate time as prescribed by Senate will not be allowed to take any examination in such courses. Any examination taken without course registration shall be null and void.

(b) Students who register for courses are committed to the number of units registered for and are expected to take examinations in such courses. If a student failed to take an examination he would be scored '0F' for the number of units he had registered for and in which he had failed to take the prescribed examination.

(c) Any student who does not have any course to offer in a particular semester should apply for leave of absence.

(d) A candidate who has less than 15 units in a particular semester to graduate should apply to his/her Faculty Board for permission to register for less than 15 Units, failure to do so constitutes a breach of regulation which may result in the non-processing of the candidate's results.

(e) A candidate, who cannot register for courses during the prescribed period for registration because of an illness, must ensure that medical report on his illness is forwarded by him or his parents/sponsors to reach the Dean of his Faculty not later than four weeks after the end of the normal registration period as scheduled in the University Calendar. Such a medical report should be forwarded for authentication by the Director of Medical and Health Services for it to be considered valid. Such a candidate shall be exempted from the penalties of late registration. All applications should be routed through the Head of Department.
Students must attend a minimum of 75% of course instructions including lectures, tutorials and practical where required to qualify to sit for examination in any course.

1.4.2 Absence from Examination

Candidates must present themselves at such University examinations for which they have registered. Candidates who fail to do so for reason other than illness or accident shall be bound by the following regulations:

(a) Any student who fails to register for courses during one semester without permission should be deemed to have scored “0F” in the minimum number of units required for full time students (i.e. 15 Units).

(b) Candidates who registered for courses, attended classes regularly, did all practical and tests but did not take required semester examinations should be given a continuous assessment grade in each of the affected courses and a grade of “0F” in the examination which they should have taken, but which they did not take.

(c) Candidates who have less than 15 units to graduate but fail to take the required examinations should be deemed to have scored “0F” in the outstanding courses only provided such, candidates obtained permission to register for less than 15 units.

(d) Any candidate who on account of illness, is absent from a University examination may be permitted by the Senate on the recommendation from the appropriate Faculty Board, to present himself for such examination at the next available opportunity provided that:

(i) A full-time student in the University shall report any case of illness to the University Health Centre at all times.

(ii) When a student falls ill during examination he should report to the Director, Medical and Health Services before attending any hospital outside the University. A report of sickness should be made to the Registrar within a week and a medical certificate of validation of his illness within three weeks.

(iii) When a student falls ill before an examination he shall be under an obligation to send a medical report countersigned by the Director, Medical and Health Services within one week of such illness. Any time outside this period, shall be considered on its merit.

(iv) The Director of Medical and Health Services should within 48 hours, submit a medical report on a candidate who is ill during an examination and is taken to the Health Centre or referred by it to the hospital for treatment.

(v) A candidate applying for leave of absence on medical grounds must forward his application together with a medical report to the Dean of his Faculty through his Head of Department. The Director, Medical and Health Services must countersign the Medical Report. The appropriate Faculty Board must take all applications for Leave of Absence.

1.4.3 Examination Offences

(a) A candidate shall not be allowed during an examination to communicate by word or otherwise with any other candidates nor shall he leave his place except with the consent of an invigilator. Should a candidate act in such a way as to disturb or inconvenience other candidates, he shall be warned and, if he persists he may, at the discretion of the invigilator be excluded from the examination room. Such action by the invigilator must also be reported in writing through the Head of Department to the Vice-Chancellor within 24 hours.
(b) It shall be an examination offence for any student, staff or any person whatsoever, to impersonate a candidate in any University examination. Any student or staff of the University found guilty under this regulation shall be subjected to disciplinary action by the appropriate authority of the University.

(c) No candidate shall take into an examination room or have in his possession during examination any book or paper or printed or written documents, whether relevant to the examination or not, unless specifically authorized to do so. Any invigilator has authority to confiscate such documents.

(d) Mobile phones are not allowed in examination halls.

(e) A candidate shall not remove from an examination room any papers, used or unused, except the question paper and such book and papers, if any, as he is authorized to take into the examination room.

(f) Candidates shall comply with all "direction to candidates" set out on an examination answer book or other examination materials supplied to them. They shall also comply with duration given to them by an Invigilator.

(g) Candidates shall not write on any paper other than the examination answer books. All rough work must be done in the answer books and crossed out neatly. Supplementary answer books, even if they contain only rough work must be tied inside the main answer books.

(h) When leaving the examination room, even if temporarily, a candidate shall not leave his written work on the desk but he shall hand it over to an invigilator. Candidates are responsible for the proper return of their written work.

(i) Smoking shall not be permitted in examination room during examination sessions.

(j) Any candidate or staff who attempts in any way to unlawfully have or give pre-knowledge of an examination question or to influence the marking of scripts or the award of marks by the University examiner shall be subject to disciplinary action by the appropriate authority of the University.

(k) If any candidate is suspected of cheating, receiving assistance or assisting other candidates or of infringing any other examination regulation, a written report of the circumstance shall be submitted by the invigilator to the Vice-Chancellor within 24 hours of the examination session. The candidate concerned shall be allowed to continue with the examination.

(l) Any candidate suspected of examination malpractice shall be required to submit to the invigilator a written report immediately after the paper. Failure to make a report shall be regarded as a breach of discipline. Such report should be forwarded along with the Invigilators report to the Vice-Chancellor.

(m) Where a Head of Department fails to forward a report on examination malpractice to the Vice-Chancellor such action would be considered misconduct.

1.4.4 Pattern of Examination

(i) Each course shall be examined at the end of the course. The examination shall be conducted as prescribed by Senate.

(ii) Each examination shall be 1-3 hours in duration. In addition there may be a practical paper and/or an oral examination.

(iii) There shall be continuous assessment of each course and this shall constitute a percentage of the final grade.

1.4.4.1 Measurement of Performance

Performance in a course shall be measured in terms of:
the results of prescribed theory and practical examination
continuous assessment which shall constitute 40% of measured performance
Assessment of such essay, practical exercises and reports prescribed for each course.

1.4.4.2 Level of Performance

A candidate shall be recorded as having attained in a Course a level of achievement graded as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Percentage Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>70%-100%</td>
</tr>
<tr>
<td>B</td>
<td>Very Good</td>
<td>60% 69%</td>
</tr>
<tr>
<td>C</td>
<td>Good</td>
<td>50-59%</td>
</tr>
<tr>
<td>D</td>
<td>Satisfactory</td>
<td>45%-49%</td>
</tr>
<tr>
<td>E</td>
<td>Adequate</td>
<td>40%-44%</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0%-39%</td>
</tr>
</tbody>
</table>

1.4.4.3 Calculation of Grade Point Average (GPA)

The overall performance of each candidate during an entire semester shall be determined by means of a weighted grade point average, obtained by awarding credit points in respect of each course multiplied by the numerical value of the grade obtained as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Credit Points per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>5</td>
</tr>
<tr>
<td>B</td>
<td>4</td>
</tr>
<tr>
<td>C</td>
<td>3</td>
</tr>
<tr>
<td>D</td>
<td>2</td>
</tr>
<tr>
<td>E</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
</tbody>
</table>

The grade point average is the total number of credit points divided by the total number of units for all courses taken during a particular semester.

1.4.4.4 Definition of Terms

(i) Student Workload: This is defined in terms of course units. One unit represents one hour of lecture or one hour of Tutorial or 2-4 hours of practical work per week throughout a semester. Thus for example, a course in which there are 2 hours of lectures and 1 hour of Tutorial per week is a 3 unit course.

(ii) Total Number of Units (TNU): This is the total number of course units carried by a student in a particular semester. It is the summation of the load Units on all Courses carried during the semester. For example, a student who is carrying 6 courses of 3 units each has a TNU of 18 for that semester. No student shall be allowed to carry (i.e. register for) or be examined in more than 24 units in any particular semester.

(iii) Cumulative Number of Units (CNU): This is the summation of total number of units over all the semesters from the beginning to date. A student who is prone to repeating courses will finish (if he does not drop out) with a higher CNU than his non-repeating colleague and will most likely require a longer time to complete requirements for the award of Degrees.

(iv) Level of Performance Rating: This is the rating of grades obtained in terms of credit points per load unit. The rating used is as follows:
**Level of Performance**

<table>
<thead>
<tr>
<th>Level</th>
<th>Rating (Credit Points per Unit)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>70%-100% 5</td>
</tr>
<tr>
<td>B</td>
<td>60%- 69% 4</td>
</tr>
<tr>
<td>C</td>
<td>50%-59% 3</td>
</tr>
<tr>
<td>D</td>
<td>45%-49% 2</td>
</tr>
<tr>
<td>E</td>
<td>40%-44% 1</td>
</tr>
<tr>
<td>F</td>
<td>0%-39% 0</td>
</tr>
</tbody>
</table>

Based on the above, a student who obtained a grade of ‘A’ in a 4-unit course has scored 20 Credit points, and one who obtained a grade of C in that course has scored 12 Credit points.

(v) **Total Credit Points (TCP):** This is the sum of the products of the course units and rating in each course, for the entire semester period. For example, consider a student who took 4 courses of 5 units each. Let's say the grade obtained in the four courses were C.B.F.D. respectively. The TCP of this student is obtained as 5x3+5x4+5x0+5x2 = 45.

(vi) **Cumulative Credit Point (CCP):** This is the summation of Total Credit Points over all semesters from beginning to date.

(vii) **Grade Point Average (GPA):** This is the total credit points (TCP) divided by the total units (TNU). For example, consider the student's scores referred to above. His TCP is 45, and of course, his TNU is 20 (i.e. 4 courses at 5 units each, for the semester). The highest GPA that can be earned is 5.0 and that is when a student has earned a grade of 'A' in every course during the semester. The lowest GPA obtainable is 0.0 and this would happen if the student has F all round during the semester.

(viii) Cumulative Grade Point Average (CGPA): This is the summation of TCPs for all semesters, divided by the summation of TNUs for the said semesters. Like the GPA, CGPA obtainable ranges from 0 to 5.

### 1.4.4.5 GPA and CGPA Sample Computations

**Sample Computations:** Consider a student who has enrolled in a course programme designated as EES and has just completed 2 full semesters in the University. His course programme and his GPA and CGPA could be as follows:

#### SEMESTER I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>L</th>
<th>T</th>
<th>P</th>
<th>Units</th>
<th>GRADES</th>
<th>Credit Points</th>
<th>GPA/CGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>EES 101</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>78%</td>
<td>1x5 = 5</td>
<td>GPA = 29/18 = 1.61</td>
</tr>
<tr>
<td>EES 103</td>
<td>3</td>
<td>0</td>
<td>2</td>
<td>4</td>
<td>60%</td>
<td>4 x 4 = 16</td>
<td>CCP = 29 + 0 = 29</td>
</tr>
<tr>
<td>EES 105</td>
<td>3</td>
<td>0</td>
<td>3</td>
<td>4</td>
<td>45%</td>
<td>4 x 2 = 8</td>
<td>CNU = 18 + 0 = 18</td>
</tr>
<tr>
<td>EES 107</td>
<td>3</td>
<td>1</td>
<td>5</td>
<td>6</td>
<td>38%</td>
<td>6 x 0 = 0</td>
<td>CGPA = 29/18 = 1.61</td>
</tr>
<tr>
<td>EES 109</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>3</td>
<td>27%</td>
<td>3 x 0 = 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>18 (TNU)</td>
<td>29 (TCP)</td>
</tr>
</tbody>
</table>

In this case the TCP, TNU and GPA will be the same for CCP, CNU and CGPA.

#### SEMESTER II
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Units</th>
<th>GPA/CGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>EES 102</td>
<td>2</td>
<td>66% (B)</td>
</tr>
<tr>
<td>EES 104</td>
<td>3</td>
<td>72% (A)</td>
</tr>
<tr>
<td>EES 106</td>
<td>3</td>
<td>47% (D)</td>
</tr>
<tr>
<td>EES 108</td>
<td>3</td>
<td>53% (C)</td>
</tr>
<tr>
<td>EES 110</td>
<td>2</td>
<td>42% (E)</td>
</tr>
</tbody>
</table>

**1.4.5 Assessment and Award of Degrees**

(i) A student's workload is defined in terms of course units. One unit represents one hour of lecture or one hour of tutorial, or 2-4 hours of practical work per week throughout a semester. All courses shall run for one semester or a full session of two semesters.

(ii) The final award and the class of the degree shall be based on the Cumulative Grade Point Average (CGPA) obtained by each candidate in all prescribed courses approved by the University. The final cumulative grade point average shall be calculated on the basis of the total number of credit points and the total number of course units registered for during the course of the student's programme. In the case of a failed course, the candidate must repeat the course at the next available opportunity. If the course is an elective, the candidate may substitute another course and shall not be required to pass the failed elective course. If the course is a restricted elective, substitution can only be made from the list of restricted electives. The failed grade would however be reflected in the transcript.

(iii) A candidate who has satisfactorily completed all requirements for the degree with an overall grade point average of not less than 1.50 shall be awarded the honours degree as indicated below:

- **First Class** 4.50 - 5.00
- **Second Class (Upper Division)** 3.50 - 4.49%
- **Second Class (Lower Division)** 2.40 - 3.49%
- **Third Class Honours** 1.50 2.39%
- **Pass** 1.00 1.49%

(iv) Passes in 12 units of Special Electives is a requirement for graduation.

(v) A candidate who scores a cumulative grade point average (CGPA) of less than 1.00 in two consecutive semesters shall be required to withdraw from the University.
Introduction

Quantity surveying is primarily concerned with measurement, costing and management of resources involved in building and engineering construction. It is concerned with the provision and analysis of information for decision making and resource allocation in the built environment. Its very nature requires that students have a broad knowledge base and acquire skills for managing and effectively integrating strands of information from diverse subject areas. It is part of the larger built environment subject domain that shares much of its knowledge base with other disciplines.

1. Philosophy

The philosophy of the Quantity Surveying programme is to produce graduates with a theoretical base and practical skills that would be able to effectively plan and control project funds with particular reference to accountability and probity in developmental projects.

2. Objectives

The objectives of the degree programme are as follows:

i. To produce graduates with the necessary theoretical understanding of the concepts of cost and the ability to produce and analyse cost information with a view to applying them to decision making.

ii. To provide an effective balance between education and industry training.

iii. Produce graduates that will be able to provide technical, managerial and financial services to Building, Civil, Highways, Heavy engineering, Petrol-chemical, Manufacturing Industries and the Public Service.

iv. Produce graduate that will be able to proceed to specialized areas of Quantity Surveying that will lead to teaching, research and development.

v. To produce graduates who will become innovators and leaders and will be able to respond to unfamiliar situations and solve problems by applying their skills and knowledge with imagination in a multi-disciplinary environment.

In pursuit of these objectives, the programme will endeavour to provide training to students in the following fields:

i. Preliminary cost advice and estimating
ii. Measurement of building works, civil and heavy engineering works, mechanical and electrical engineering works
iii. Cost planning and control
iv. Contract documentation and administration
v. Construction Project Management
vi. Procurement management
vii. Application of information and communication technology to construction
viii. Industrial training through students’ Industrial Work Experience Scheme

3. **Degree Offered**

The degree offered by the Department is Bachelor of Science (Honours) Degree in Quantity Surveying.

4. **Entry Requirements**

4.1 **Admission to Part I**

The Admission is through the Unified Tertiary Matriculation Examination (UTME) organised by the Joint Admission and Matriculation Board (JAMB). To be eligible for admission, candidates must have at least five (5) credits in not more than two sittings in the Senior Secondary School Certificate or its equivalent in English Language, Mathematics and Physics and any other two subjects from Chemistry, Technical Drawing, Geography, Economics and Biology. The UTME subjects include English Language, Mathematics, Physics and any other subject chosen from Chemistry, Technical Drawings, Geography and Economics.

4.2 **Direct Entry**

(i) Candidates for direct entry should

(a) have the General Certificate of Education or its equivalent with three passes at the Advanced Level in not more than two sittings including Mathematics and two other subjects from Physics, Chemistry, Economics, Geography and Technical Drawing; and

(b) satisfy the general entry requirements of the University.

(ii) Holders of Ordinary National Diploma (OND) in the relevant fields of Environmental Design and Management or similar qualifications will be considered for direct entry to Part 2, provided they satisfy the following conditions:

(a) They must score not less than 60% overall average or upper credit in the OND examinations.

(b) They must have at least five (5) credits in not more than two sittings in the Senior Secondary School Certificate or its equivalent in English Language, Mathematics and Physics and any two subjects from Chemistry, Technical Drawing, Geography, Economics and Biology.

5. **Requirements for the Award of Degree**

To be eligible for an award of the B.Sc. Honours degree in Quantity Surveying, the following conditions must be satisfied:

i) **Entry through the U.T.M.E.**

A student admitted to Part I through the Unified Tertiary Matriculation Examination (U.T.M.E.) must complete a minimum of 196 credit units. This comprises 155 units of compulsory courses, a minimum of 14 units of restricted electives, 12 units of special electives and 15 units of approved Students Industrial Work Experience Scheme (SIWES).
ii) **Direct Entry to Part 2**

A student admitted to Part 2 through “A” level certificate or Ordinary National Diploma (O.N.D.) must complete a minimum of 162 credit units. This comprises 121 units of compulsory courses, a minimum of 14 units of restricted electives, 12 units of special electives and 15 units of approved Students Industrial Work Experience Scheme (SIWES).

6. **Graduation Requirements**

   (a) **Compulsory and Core Courses**  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>No. of Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>QTS 111</td>
<td>Introduction to Quantity Surveying</td>
<td>2</td>
</tr>
<tr>
<td>QTS 112</td>
<td>Principles of Measurement of Building Works</td>
<td>2</td>
</tr>
<tr>
<td>QTS 113</td>
<td>Introduction to Measurement of Building Works</td>
<td>2</td>
</tr>
<tr>
<td>QTS 114</td>
<td>Introduction to Estimating</td>
<td>2</td>
</tr>
<tr>
<td>URP 103</td>
<td>Nature of Environmental Science</td>
<td>2</td>
</tr>
<tr>
<td>SSC 105</td>
<td>Mathematics for Social Scientists I</td>
<td>3</td>
</tr>
<tr>
<td>SSC 106</td>
<td>Mathematics for Social Scientists II</td>
<td>3</td>
</tr>
<tr>
<td>PHY 101</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 102</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 107</td>
<td>Experimental Physics I</td>
<td>1</td>
</tr>
<tr>
<td>PHY 108</td>
<td>Experimental Physics II</td>
<td>1</td>
</tr>
<tr>
<td>ARC 103</td>
<td>Graphic Communication</td>
<td>2</td>
</tr>
<tr>
<td>ARC 104</td>
<td>Introduction to Architectural Graphics</td>
<td>2</td>
</tr>
<tr>
<td>BLD 102</td>
<td>Introduction to Building and Environment</td>
<td>2</td>
</tr>
<tr>
<td>ESM 106</td>
<td>Principles of Land Economics</td>
<td>2</td>
</tr>
<tr>
<td>QTS 211</td>
<td>Measurement of Building Works I</td>
<td>2</td>
</tr>
<tr>
<td>QTS 212</td>
<td>Measurement of Building Works II</td>
<td>2</td>
</tr>
<tr>
<td>QTS 213</td>
<td>Principles of Tendering and Estimating I</td>
<td>2</td>
</tr>
<tr>
<td>QTS 214</td>
<td>Principles of Tendering and Estimating II</td>
<td>2</td>
</tr>
<tr>
<td>BLD 201</td>
<td>Building Construction and Materials I</td>
<td>2</td>
</tr>
<tr>
<td>BLD 202</td>
<td>Building Construction and Materials II</td>
<td>2</td>
</tr>
<tr>
<td>BLD 203</td>
<td>Structural Mechanics and Strength of Materials I</td>
<td>3</td>
</tr>
<tr>
<td>BLD 204</td>
<td>Structural Mechanics and strength of Materials II</td>
<td>3</td>
</tr>
<tr>
<td>BLD 215</td>
<td>Building and Architectural Science I</td>
<td>2</td>
</tr>
<tr>
<td>ECN 201</td>
<td>Principles of Economics I</td>
<td>3</td>
</tr>
<tr>
<td>ECN 202</td>
<td>Principles of Economics II</td>
<td>3</td>
</tr>
<tr>
<td>SSC 201</td>
<td>Statistical Methods and Sources I</td>
<td>3</td>
</tr>
<tr>
<td>SSC 202</td>
<td>Statistical Methods and Sources II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 311</td>
<td>Advanced Measurement of Building Works I</td>
<td>3</td>
</tr>
<tr>
<td>QTS 312</td>
<td>Advanced Measurement of Building Works II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 313</td>
<td>Construction Cost Studies and Commercial Management I</td>
<td>2</td>
</tr>
<tr>
<td>QTS 314</td>
<td>Construction Cost Studies and Commercial Management II</td>
<td>2</td>
</tr>
<tr>
<td>QTS 315</td>
<td>Construction Economics I</td>
<td>2</td>
</tr>
<tr>
<td>QTS 316</td>
<td>Construction Economics II</td>
<td>2</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>QTS 317</td>
<td>Construction Project Management I</td>
<td>2</td>
</tr>
<tr>
<td>QTS 318</td>
<td>Construction Project Management II</td>
<td>2</td>
</tr>
<tr>
<td>QTS 320</td>
<td>Introduction to Civil Engineering Measurement</td>
<td>2</td>
</tr>
<tr>
<td>CSC 201</td>
<td>Computer Programming I</td>
<td>3</td>
</tr>
<tr>
<td>BLD 303</td>
<td>Construction Technology I</td>
<td>3</td>
</tr>
<tr>
<td>BLD 304</td>
<td>Construction Technology II</td>
<td>3</td>
</tr>
<tr>
<td>BLD 307</td>
<td>Building Services and Equipment I</td>
<td>3</td>
</tr>
<tr>
<td>BLD 308</td>
<td>Building Services and Equipment II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 411</td>
<td>Civil Engineering Measurement</td>
<td>3</td>
</tr>
<tr>
<td>QTS 413</td>
<td>Advanced Construction Cost Studies and Commercial Management</td>
<td>2</td>
</tr>
<tr>
<td>QTS 415</td>
<td>Computer Laboratory Workshop: Application of Quantity Surveying Software I</td>
<td>2</td>
</tr>
<tr>
<td>QTS 417</td>
<td>Professional Practice and Procedure I</td>
<td>3</td>
</tr>
<tr>
<td>QTS 419</td>
<td>Introduction to Research Methods</td>
<td>2</td>
</tr>
<tr>
<td>QTS 421</td>
<td>Construction Economics III</td>
<td>3</td>
</tr>
<tr>
<td>QTS 423</td>
<td>Construction Project Management III</td>
<td>3</td>
</tr>
<tr>
<td>QTS 425</td>
<td>Introduction to Building Contracts</td>
<td>2</td>
</tr>
<tr>
<td>QTS 200</td>
<td>Student’s Work Experience Programme (SWEP)</td>
<td>3</td>
</tr>
<tr>
<td>QTS 300</td>
<td>Student’s Industrial Work Experience Scheme I (SIWES)</td>
<td>3</td>
</tr>
<tr>
<td>QTS 400</td>
<td>Student’s Industrial Work Experience Scheme II (SIWES)</td>
<td>9</td>
</tr>
<tr>
<td>QTS 511</td>
<td>Measurement of Electrical Services Installation</td>
<td>3</td>
</tr>
<tr>
<td>QTS 512</td>
<td>Measurement of Mechanical Services Installation</td>
<td>3</td>
</tr>
<tr>
<td>QTS 513</td>
<td>Advanced Construction Economics I</td>
<td>3</td>
</tr>
<tr>
<td>QTS 514</td>
<td>Advanced Construction Economics II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 515</td>
<td>Contract Law and Administration I</td>
<td>3</td>
</tr>
<tr>
<td>QTS 516</td>
<td>Contract Law and Administration II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 517</td>
<td>Computer Laboratory Workshop: Application of Quantity Surveying Software II</td>
<td>2</td>
</tr>
<tr>
<td>QTS 518</td>
<td>Professional Practice and Procedure II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 519</td>
<td>Project Dissertation I</td>
<td>3</td>
</tr>
<tr>
<td>QTS 520</td>
<td>Project Dissertation II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 521</td>
<td>Measurement of Heavy Engineering Works I</td>
<td>3</td>
</tr>
<tr>
<td>QTS 522</td>
<td>Measurement of Heavy Engineering Works II</td>
<td>3</td>
</tr>
<tr>
<td>QTS 523</td>
<td>Construction Cost Information Science</td>
<td>2</td>
</tr>
<tr>
<td>QTS 524</td>
<td>Risk and Value Management</td>
<td>2</td>
</tr>
<tr>
<td>QTS 525</td>
<td>Construction Marketing Management I</td>
<td>2</td>
</tr>
<tr>
<td>QTS 526</td>
<td>Construction Marketing Management II</td>
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(b) **Special Electives**

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SEL 001  Introduction to Law I  2
SEL 002  Introduction to Law II  2
SED 001  Poverty and Health  2
SEO 003  Principles and Practice of Entrepreneurship and Self Employment  2
SEO 004  Business Environment and Approach to Business Set-up  2

(c)  **Restricted Electives**

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**ACADEMIC PROGRAMME**

**PART I**

**Harmattan Semester**

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## Part IV
### Harmattan Semester

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Restricted Electives

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**DESCRIPTION OF COURSES**

**QTS 111: INTRODUCTION TO QUANTITY SURVEYING - 2 Units**

Definition of Quantity Surveying; Historical development of Quantity Surveying. Who is a Quantity Surveyor? Functions performed by a Quantity Surveyor. Career opportunities for the Quantity Surveyor. Theoretical process of building contract and interrelationship of construction professionals. Methods of communication of data within the construction industry and their relationship to the design and construction processes (bill of quantities, drawings, etc.).

**QTS 112: PRINCIPLES OF MEASUREMENT OF BUILDING WORKS - 2 Units**

Dimension: Taking-off, Abstracting and Billing Sheets, Format and application: Setting out of description and quantities in taking off. Forms and order of dimension. The use of bracket, &, Add, Ddt and Ditto, Adding and Dotting on. Waste calculation; Alteration in dimensions; Bill diagram and Use of standard phraseology in description. Applied mensuration, Measurement and computation of girth, length, area, volume for both regular and irregular shapes from drawings.
QTS 113: INTRODUCTION TO MEASUREMENT - 2 Units


QTS 114: INTRODUCTION TO ESTIMATING - 2 Units


QTS 211: MEASUREMENT OF BUILDING WORKS I - 2 Units

Groundwork: Site preparation, Ordinary strip, Non-linear foundations, Excavation of tar path, concrete and other pavements. Excavation in rock and below ground water level. Traditional and modern methods of bill production: Cut and shuffle, direct billing and the use of Computer Software.

QTS 212: MEASUREMENT OF BUILDING WORKS II - 2 Units

Groundwork: External/Internal walls and partitioning; Proprietary claddings and partitions including curtain walling, non-linear walls and partitions: Demolition and alteration works.

QTS 213: PRINCIPLES OF TENDERING AND ESTIMATING 1 - 2 Units

Introduction to construction contracting and contractual arrangements in the construction industry: Procurement methods. Tendering and the Tendering Process: Definition, Types of Tendering, Objectives of tendering, the role of different parties involved in tendering, Nature and type of tender documents: Tendering procedure in selecting a suitable contractor and Factors for consideration in selection of appropriate contractor.

QTS 214: PRINCIPLES OF TENDERING AND ESTIMATING II - 2 Units

The concept of estimating, Comparison between estimate and tender: Derivatives of cost library for construction works and sources of estimating data: Factors affecting determination of tender sum of construction work. Procedure for estimating building projects and Computation of rates for labour constants, basic prices of building materials and plant items.

QTS 311: ADVANCED MEASUREMENT OF BUILDING WORKS I - 3 Units

Substructure: Deep and raft foundation to external and internal walls including piers on flat sites, Foundations on sloping sites and simple stepped foundation. Special foundation e.g. driven and bored pilling, underpinning and steel grillage foundations: Bulk excavation.

Superstructure: Upper floors in timber/concrete; Simple concrete/steel beam; Pitched timber roofs; Flat concrete roofs. Roof coverings: Tiles, asphalt, flexible sheets.
QTS 312: ADVANCED MEASUREMENT OF BUILDING WORKS II - 3 Units

Superstructure: Doors and windows in timber and steel including ironmongery; Glazing, painting and decorating. Use of door and window schedules. Stairs in timber including handrails and balustrades. Reinforced concrete structures: Precast concrete, cast stone, curtain walling, etc. Use of and preparation of bar bending schedule, Framed and unframed steel structure and their casing. Roof trusses, floor, wall and ceiling, finishing (including those of a more complex nature e.g. demountable partition and suspended ceilings). Furniture, standard joinery unit, wardrobe, kitchen cabinet and shelves.

QTS 313: CONSTRUCTION COST STUDIES AND COMMERCIAL MANAGEMENT I – 2 Units


QTS 314: CONSTRUCTION COST STUDIES AND COMMERCIAL MANAGEMENT II – 2 Units

Computation of rates and preparation of schedule of materials, labour and plant for the items in the following sections of the Building and Engineering Standard Method of Measurement (BESMM4): Concrete work, Brickwork and Block work; Roofing, Woodwork, Metalwork, Glazing, Finishing, Painting and Decoration.

QTS 315: CONSTRUCTION ECONOMICS I - 2 Units


QTS 316: CONSTRUCTION ECONOMICS II - 2 Units


**QTS 317: CONSTRUCTION PROJECT MANAGEMENT 1 - 2 Units**


Project planning and control/development in construction management: Project planning and control (Pre-tender planning – method statement, planning during construction, short term planning, scheduling) and Basic planning techniques (Bar chart, Line of balance, Network analysis – CPM, PERT).

**QTS 318: CONSTRUCTION PROJECT MANAGEMENT II - 2 Units**

Operation Research: Mathematical model building and simulation technique, linear programming, Transportation and Assignment problems.


**QTS 320: INTRODUCTION TO CIVIL ENGINEERING MEASUREMENT- 2 Units**

Scope of civil engineering works and method of measurement; Development of Civil Engineering Codes of Measurements, Comparison of Civil Engineering and Building and Engineering Standard Methods of Measurements, Contents of Civil Engineering Bill of Quantities and Preparation of Civil Engineering Bill of Quantities. Method Related Charges; Demolition and site clearance and Geotechnical processes.

**QTS 411: CIVIL ENGINEERING MEASUREMENT- 3 Units**

Excavation, dredging and filing. Earthworks, embankment and cuttings. Retaining walls and stabilization of retaining walls. Piling: concrete piles, timber piles and steel sheet piling. Roads and simple railway works: Simple bridges and culverts; Simple tunneling free air; Drainage, sewage treatment installations; Sea walls; Wharves; Jetties and timberwork in connection. power stations, cooling towers, pump-house and water and gas pipe lines.

**QTS 413: ADVANCED CONSTRUCTION COST STUDIES AND COMMERCIAL MANAGEMENT - 2 Units**

Computation of rate, Preparation of schedule of materials, labour and plant for items in the following sections of the Standard Method of Measurement: Plumbing installation, Electrical installation, Civil engineering works and Heavy and Industrial engineering works.
Pro-rata rates, Computerized Estimating procedures, Use of estimating software, Adjudication process, Estimating of preliminary items and day-works items, Preparation of subcontract quotations and Application of work study programme. Project costing.

**QTS 415: COMPUTER LABORATORY WORKSHOP: APPLICATION OF QUANTITY SURVEYING SOFTWARE I - 2 Units**

Introduction to data and file management. The theory and principle of communication and flow of information, Storage and retrieval of information. Data coordination classification and coding. Coordinated information system: The use of computer in the construction industry. Standardization of information: Introduction to the use of Microsoft (MS) suite software for Quantity surveying functions, Report writing using MS word, Performing Quantity Surveying calculations using MS Excel, Charts, Graph, etc. Use of dedicated QS software for measurement, e.g. QS CAD and Masterbill Elite; use of dedicated QS software for estimating.

**QTS 417: PROFESSIONAL PRACTICE AND PROCEDURE I - 3 Units**

Introduction to Professional Practice and Procedures: Roles of the Quantity Surveyor during Pre-Contract period and Post-Contract period; Mobilization of contractors to site. Responsibilities of the Quantity Surveyor under the JCT/other forms of Contract Conditions. Interim Payments and Certificates, Valuation of Works based on Bill of Quantities, Preparation of Variation Accounts; Preparation of Fluctuation Claims; Assessment of Loss and Expense Claims; Preparation of Sub-contractors’ and Suppliers’ Accounts; Adjustment of Day Works Account and Adjustment of Provisional Sum and Prime Cost Sum. Practical Completion and Defects Liability Period.

**QTS 419: INTRODUCTION TO RESEARCH METHODS - 2 Units**

Research principles and methods. Topic selection and proposal writing; searching and reviewing literature; Research design and Methodology. Techniques of data collection and questionnaire design; Data analysis and presentation of results; Drawing conclusions; Making recommendations; and Referencing. Structuring and dissertation write up. Presentation of a research report.

**QTS 421: CONSTRUCTION ECONOMICS III - 2 Units**


**QTS 423: CONSTRUCTION PROJECT MANAGEMENT III – 3 Units**

The nature of project and project environment; Introduction to project management; managing project design, planning construction projects; project planning techniques; project programming techniques; project control – control of time; cash flow planning: client’s and contractor’s cash flow forecasting, working capital requirement, strategies for improving cash flow; project control – control of money using cost value/ reconciliation technique, managing project completion.
QTS 425: INTRODUCTION TO BUILDING CONTRACT – 2 Units

Framework of the Nigerian legal system: relationships of the courts – customary court, magistrate court, High Court, Court of Appeal and the Supreme Court; Barristers and solicitors; Functions of the parliamentary, executive, judicial and subordinate legislation.

Formation of a contract: offer, acceptance, consideration, contractual intention, capacity to contract, form of a contract; Contents of a contract: Express terms, implied terms.


QTS 511: MEASUREMENT OF ELECTRICAL SERVICES INSTALLATION - 3 Units

Measurement for the work shall include equipment and control gear, conduits, trucking, cables and conductors. Fittings and accessories shall be grouped according to power distribution, Lighting, Heating, Ventilating, and Air-Conditioning, Telephones, Clocks, Sound-distribution, Signals, Fire-Alarms, Burglar-Alarms, Earthing conductors and Lighting conductors.

QTS 512: MEASUREMENT OF MECHANICAL SERVICES INSTALLATION - 3 Units

Measurement and Billing for rain water and sanitary installation, Air and gas installation; Cold water installation; Fire fighting installation; Hot/Heated water installation; Fuel oil and Gas installation; Refrigeration installation; Compressed air installation; Hydraulic installation; Chemical installation; Special gas installation - including Medical and Laboratory installations; Refuse disposal installation, Special equipment including incinerator, refuse chutes, etc. Installation of air handling, automatic control, kitchen equipment, laundry equipment, mechanical movement including lifts, hoists, escalators, conveyors, etc. and associated builders’ works.

QTS 513: ADVANCED CONSTRUCTION ECONOMICS I - 3 Units


QTS 514: ADVANCED CONSTRUCTION ECONOMICS II - 3 Units

Review of fundamental concepts in construction economics: estimate, cost, price and value, the concept of value for money; Construction cost data: characteristics of cost data, accuracy and consistency of cost data; Post contract cost control: project baseline cash flow forecast, post contract cost control using earned value analysis; Development appraisal: feasibilities study, investment appraisal, developer’s budget, cost/benefit analysis; Introduction to risk management; Introduction to Value management; Seminar presentation on new trends in construction economics.

QTS 515: CONTRACT LAW AND ADMINISTRATION I - 3 Units
Discharge of contract: performance, renunciation, fresh agreement, breach, frustration, determination, etc. Breach of contract and remedies: damages, specific performance, etc. Special contract and Agency: Third party rights and responsibilities.

Arbitration and award in construction contract: nature and function of arbitrators in relation to building contract disputes, parties of arbitration, duties and powers of arbitrator and procedures in arbitration.

**QTS 516: CONTRACT LAW AND ADMINISTRATION II - 3 Units**

Standard forms of building contract. Analyses, interpretation and application of condition of contract clauses: Definition of works; Meaning of completion, sectional completion, time for completion. Extension of time, Instructions, Defect Liability and Maintenance clauses; Insurance and Payment.

Liability of contractor, subcontractor and suppliers; Claim and administration of claim in construction contract. Bankruptcy and insolvency. Position of parties in absence of express provision, regulatory clauses and statutory conditions. Liability of professional advisers.

**QTS 517: COMPUTER LABORATORY WORKSHOP: APPLICATION OF QUANTITY SURVEYING SOFTWARE II - 2 Units**

Continuation of practical application of quantity surveying measurement packages (QS CAD, Masterbill Elite, Ripac, etc.), Contract planning using MS Project, Cost planning and Cost analysis, Contract documentation and administration; Financial forecast, Interim certificates and Final accounts; .

**QTS 518: PROFESSIONAL PRACTICE AND PROCEDURE II - 3 Units**


**QTS 519: PROJECT DISSERTATION I - 3 Units**

An investigation of a topical issue relating to the theory and practice of quantity surveying. Each student is expected to work on an independent topic. The objective of the dissertation is to develop the capacity of the student to carry out an in-depth investigation of a self-selected research topic. The student must understand and define the topic, carry out a detailed review of literature on previous work on the topic, carry out meaningful analysis and present findings in a precise and coherent manner using acceptable tools of investigation and report writing.

**QTS 520: PROJECT DISSERTATION II - 3 Units**

This is a continuation of QTS 519 started in the previous Semester.

**QTS 521: MEASUREMENT OF HEAVY ENGINEERING WORKS I - 3 Units**

Definition of Heavy Engineering Principles and constituents of heavy engineering. Equipments, facilities, structures and raw materials for: Pharmaceutical, chemicals, nuclear energy, gas and oil exploration and production, petroleum refineries, telecommunication, etc. Technological licensing and patents, Offshore
and local sourcing. Procurement of heavy engineering projects: Performance specification and bidding procedures, Bid evaluation and construction documentation. Financing of heavy engineering contracts: Feasibility studies; Contractor vs. Client financing; Letter of credit and Suppliers credit; Comparative management and Post construction assistance.

**QTS 522: MEASUREMENT OF HEAVY ENGINEERING WORKS II - 3 Units**

Measurement of heavy engineering works to include Scaffolding, Steel work, Plant, Ductwork, Pipe work, Instrumentation, Insulation, Protective covering and Sundry items. (measurement to be in accordance with the latest ICE SMM).

**QTS 523: CONSTRUCTION COST INFORMATION SCIENCE - 2 Units**

Application of modern techniques and technology in the dissemination of construction cost information. Mathematical representation and hypothesis testing, Validity and reliability of data, Data gathering procedure, inferential statistics and quantitative analysis.

**QTS 524: RISK AND VALUE MANAGEMENT - 2 Units**

The nature of risk and the nature of project, risk perceptions and the communication of risk. Systematic risk management, creating a project risk management framework, establishing risk registers and reviewing risk management performance, principles of risk transfer, contractual risk management and contracting strategies. Value analysis, value engineering, and value management.

**QTS 525: CONSTRUCTION MARKETING MANAGEMENT I - 2 Units**

Role of Marketing in the Nigerian economy: Meaning of marketing to business, Government and non-profit organization. Marketing management, philosophy and goals of national industry and corporate corporations. Marketing role in the corporation: Organizational and environmental analysis of companies, private practice and employers. Strategic planning and marketing process, marketing planning and control, marketing information system and marketing organization.

Target market analysis: analysis of marketing environment, consumer markets and buying behaviour, organizational markets and behaviour, market segmentation and targeting.

**QTS 526: CONSTRUCTION MARKETING MANAGEMENT II - 2 Units**

Marketing concept and strategies in the construction industry: Marketing Mix strategy, product branding, packaging and service strategy, pricing strategy, marketing channel and physical distribution strategy, retailing and wholesaling strategy, publicity strategy and personal selling. Sales management strategy in construction industry.

Marketing of services, organizations and persons: nature and characteristics of the service business, analysis of the construction service business, Difference between marketing professionals and construction services. Organization marketing; personal marketing, location marketing, domicile marketing, business site marketing, land investment marketing, vacation marketing, nation marketing.

Professional Ethics and Marketing: Social criticism of marketing, Citizen and government action to regulate marketing, Professional ethics and marketing as related to Quantity Surveying.
# CORE QUANTITY SURVEYING ACADEMIC STAFF

<table>
<thead>
<tr>
<th>Name/Degrees</th>
<th>Status</th>
<th>Areas of Specialization</th>
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<tbody>
<tr>
<td>H.A. Odeyinka BSc (Ife), MSc (Lagos), PGD, MBA (Ife). PhD (Glasgow), FNIQS, RQS, MRICS, MAPM, FHEA</td>
<td>Professor/ Head of Dept.</td>
<td>Construction Project Management, Construction Economics, Construction Financial Management and IT in Construction</td>
</tr>
<tr>
<td>G.O. Jagboro B.Sc., M.Sc., (Zaria), FNIQS, RQS</td>
<td>Professor</td>
<td>Professional Practice, Cost Modelling and Control, Construction Logistics and Estimating</td>
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<tr>
<td>M.O. Babalola B.Sc., M.Sc., Ph.D (Ife), FNIQS, RQS</td>
<td>Professor</td>
<td>Construction Management and Economics, Measurement of Building Services.</td>
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<tr>
<td>G.K. Ojo, BSc., MSc., PhD, (Ife), MNIQS, RQS</td>
<td>Senior Lecturer</td>
<td>Construction Economics, Construction Commercial Management</td>
</tr>
<tr>
<td>J.O. Dada, BSc., MSc., PhD (Ife), MNIQS, RQS</td>
<td>Senior Lecturer</td>
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</tr>
<tr>
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<td>Lecturer I</td>
<td>Contract Administration, Operations Research, Information and Communication Technology</td>
</tr>
<tr>
<td>D.S. Kadiri, BSc., MSc. (Lagos), MSc (Ife), MNIQS, RQS</td>
<td>Lecturer I</td>
<td>Construction Management and Economics, Measurement of Construction Works and Heavy Engineering</td>
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<tr>
<td>A. Opawole, BSc. (Akure), MSc., PhD (Ife), MNIQS, RQS</td>
<td>Lecturer I</td>
<td>Construction Management and Economics, Measurement of Construction Works and Construction procurement</td>
</tr>
<tr>
<td>S.O. Babatunde BSc. (Akure), MSc. (Ife), PhD (N’Castle), MNIQS, RQS</td>
<td>Lecturer I</td>
<td>Construction Management and Economics, Construction procurement and Contract Administration</td>
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<tr>
<td>S.J. Odediran, BSc., MSc. (Ife), PhD (Cape Town), MNIQS, RQS</td>
<td>Lecturer I</td>
<td>Construction Management and Economics, Measurement of Construction Works and international procurement</td>
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<tr>
<td>B.F. Akintola, B.Tech (Minna), MSc (Ife), MNIQS, RQS</td>
<td>Lecturer II</td>
<td>Measurement of Construction Works and Construction Commercial Management</td>
</tr>
<tr>
<td>O. O. Alao, B.Tech (Akure), MSc. (Lagos), MSc (Ife), MNIQS, RQS</td>
<td>Lecturer II</td>
<td>Construction Management and Economics, Construction Commercial Management</td>
</tr>
<tr>
<td>E. A. Ebunoluwa, B. Sc., MSc. (Ife)</td>
<td>Assistant Lecturer</td>
<td>Construction Economics, Construction Commercial Management and Marketing of QS Services</td>
</tr>
</tbody>
</table>
### ASSOCIATE LECTURERS (FROM SISTER DEPARTMENT)

<table>
<thead>
<tr>
<th>Name/ Degrees</th>
<th>Status</th>
<th>Areas of Specialisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.J. Ikpo, BSc, MSc, PhD (Ife), MNIOB, R. Bldr.</td>
<td>Professor</td>
<td>Building Maintenance Management, Construction Technology and Materials</td>
</tr>
<tr>
<td>O. O Aina, BSc, MSc, PhD (Ife), MNIOB, R. Bldr.</td>
<td>Professor</td>
<td>Construction Management, Construction Technology</td>
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<tr>
<td>S. O. Folagbade, BSc, MSc. (Ife), PhD (Dundee), MNIOB, R. Bldr.</td>
<td>Senior Lecturer</td>
<td>Building Structures, Construction Technology</td>
</tr>
<tr>
<td>E. A. Olanipekun, BSc, MSc, PhD (Ife), MNIOB, R. Bldr.</td>
<td>Senior Lecturer</td>
<td>Building Services, Construction Technology</td>
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<tr>
<td>A. B. Wahab, BSc, MSc, PhD (Ife), MNIOB, R. Bldr.</td>
<td>Senior Lecturer</td>
<td>Building Services, Construction Technology</td>
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<tr>
<td>J. B. Oyedele, BSc, MSc. (Ife), PhD (Belfast), MNIESV, R. ESV.</td>
<td>Senior Lecturer</td>
<td>Property Management, Valuation</td>
</tr>
<tr>
<td>A.O. Adunola, BSc, MSc (Ife), PhD (South Africa), MNIA</td>
<td>Senior Lecturer</td>
<td>Architectural Science, Architectural Graphics</td>
</tr>
<tr>
<td>O. B. Obembe, BSc (Ado Ekiti), MSc, PhD (Ife)</td>
<td>Senior Lecturer</td>
<td>Business/Industrial Economics, Macroeconomics</td>
</tr>
<tr>
<td>A.J. Babafemi, BSc, MSc. (Ife), PhD (Stirling Busch). MNIOB, R. Bldr.</td>
<td>Lecturer I</td>
<td>Building Structures, Construction Technology</td>
</tr>
<tr>
<td>O. P. Daramola, BSc, MSc, PhD (Ife), MNITP, RTP.</td>
<td>Lecturer I</td>
<td>Urban and Regional Planning, Transportation Planning</td>
</tr>
<tr>
<td>C. O. Oluwadare, BSc (Nsukka), MSc, PhD (Ife), MNIS</td>
<td>Lecturer I</td>
<td>Land Surveying, Geoinformatics</td>
</tr>
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### ADMINISTRATIVE STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>Mrs. J. M. Bankefa</td>
<td>Chief Confidential Secretary</td>
</tr>
<tr>
<td>Mrs. S. M. Okeleye</td>
<td>Chief Secretarial Assistant</td>
</tr>
<tr>
<td>Mr. K. Olowu</td>
<td>Assistant Executive Officer</td>
</tr>
<tr>
<td>Mrs. G. T. Owokade</td>
<td>Clerical Officer</td>
</tr>
</tbody>
</table>