

Lesson Plan: Foremanship Development 101 (Time Agenda: 5 Days – 20 Hours)

Course Name	Module Name	Class Description	Class Hours	Total Course Hours
<p>Foremanship Development 101</p> <p>Course is designed to prepare workers in the role of the foreman's overall responsibilities. Specifically focusing on the role of the foreman, project start up, managing material and production efficiently, and man-loading and scheduling.</p> <p>There are no Prerequisite for this course.</p>	The Role of the Foreman	This module introduces participants to a general overview of the duties and responsibilities of the foreman. In addition, it identifies important personal qualities and characteristics of a successful foreman.	4	20
	Project Start Up	This module familiarizes the participants with the documentation, terms and procedures that are necessary to successfully begin a new project.	4	
	Material Management	This module examines the various issues associated with ordering and handling jobsite materials and studies a series of "best practices" that will result in better material management on the project.	4	
	Managing Production	This class examines the concepts of individual versus system productivity. Participants will examine best industry practices for managing production, working more efficiently, and ways to motivate and set goals for a diverse work-force.	4	
	Man-Loading and Scheduling	Participants will gain an understanding of common terms used in Scheduling and compare a General Contractor's schedule with an Electrical Budget to learn how they relate to each other. They will use the schedule and budget to man-load a project, and then use that data to develop a Weekly Planner.	4	